

# 2021 Law Department Compensation Survey

## DATA HIGHLIGHTS

### LEGAL OPERATIONS PROFESSIONALS

The Association of Corporate Counsel (ACC) and Empsight International present highlights from a compensation survey conducted among in-house legal professionals from April through June 2021. We would like to thank the Corporate Legal Operations Consortium (CLOC) for their data collection support allowing us to share data highlights among legal operations-specific positions. The results are based on 205 individuals derived from both self-reported and company-reported survey submissions. The vast majority of responses are based on positions within organizations over \$1 billion in revenue.

#### SENIOR DIRECTOR LEGAL OPERATIONS

Directs high impact legal projects utilizing project management techniques, and is accountable for the development of project strategies and plans. Typically reports to an executive.

Median Base Salary: **\$206,500**

STI Eligible	<b>81.8%</b>
Target Incentive	<b>25.0%</b>
Median Incentive Amount	<b>\$56,000</b>
Median Total Cash	<b>\$254,907</b>

#### DIRECTOR LEGAL OPERATIONS

Implements the project management structure and processes for large, cross-functional, legal projects to cost effectively meet legal systems and business objectives.

Median Base Salary: **\$180,000**

STI Eligible	<b>72.7%</b>
Target Incentive	<b>15.5%</b>
Median Incentive Amount	<b>\$32,726</b>
Median Total Cash	<b>\$187,600</b>

#### SENIOR MANAGER LEGAL OPERATIONS

Responsible for the legal operations function and processes for multiple cross-functional legal projects to cost effectively meet legal systems and business objectives.

Median Base Salary: **\$140,000**

STI Eligible	<b>75.0%</b>
Target Incentive	<b>15.0%</b>
Median Incentive Amount	<b>\$21,000</b>
Median Total Cash	<b>\$159,805</b>

#### MANAGER LEGAL OPERATIONS

Responsible for the legal operations function and processes for one or more cross-functional legal projects to cost effectively meet legal systems and business objectives.

Median Base Salary: **\$108,507**

STI Eligible	<b>58.1%</b>
Target Incentive	<b>14.0%</b>
Median Incentive Amount	<b>\$13,151</b>
Median Total Cash	<b>\$110,000</b>

#### LEAD LEGAL OPERATIONS ANALYST

Supports the legal operations function by serving in a lead capacity on large, complex, cross-functional legal projects.

Median Base Salary: **\$104,000**

STI Eligible	<b>83.3%</b>
Target Incentive	<b>15.0%</b>
Median Incentive Amount	<b>–</b>
Median Total Cash	<b>\$104,000</b>

#### SENIOR LEGAL OPERATIONS ANALYST

Supports the legal operations function by serving in a senior individual contributor role on large, cross-functional legal projects.

Median Base Salary: **\$104,000**

STI Eligible	<b>85.7%</b>
Target Incentive	<b>10.0%</b>
Median Incentive Amount	<b>\$6,700</b>
Median Total Cash	<b>\$106,442</b>

#### INTERMEDIATE LEGAL OPERATIONS ANALYST

Under general guidance from senior staff, supports the effective operation of the legal operations function by serving on intermediate scale, cross-functional legal projects.

Median Base Salary: **\$90,000**

STI Eligible	<b>72.7%</b>
Target Incentive	<b>10.0%</b>
Median Incentive Amount	<b>\$5,000</b>
Median Total Cash	<b>\$92,470</b>

#### ASSOCIATE LEGAL OPERATIONS ANALYST

Under close direction from senior staff, supports the legal operations function by serving on less complex legal projects.

Median Base Salary: **\$70,000**

STI Eligible	<b>69.2%</b>
Target Incentive	<b>8.0%</b>
Median Incentive Amount	<b>\$2,618</b>
Median Total Cash	<b>\$70,600</b>

#### KEY COMPENSATION METRICS

Median Base Salary	Annual base salary paid to the incumbent
STI Eligible %	Average percent of incumbents eligible to participate in a short-term incentive program
Target Incentive %	Value of bonus opportunities, at Target, expressed as a percentage of base salary
Median Incentive Amount	Actual amount of Bonus paid to the incumbent in the current year for the prior full year's performance
Median Total Cash	Base salary + any annual variable compensation (bonus or incentive). Includes companies that did and did not pay bonuses/incentives

## Learn More About Our 2021 Compensation Benchmarking Data

ACC and Empsight offer an extensive suite of compensation benchmarking reports including company-level and single job title reports. Visit [acc.com/compensation](http://acc.com/compensation) to learn more about the data scope and to acquire a report best suited for you or your legal department.

To learn more about ACC's benchmarking offerings visit [acc.com/benchmarking](http://acc.com/benchmarking). Contact [research@acc.com](mailto:research@acc.com) with questions!

