

The essential  
guide to hiring  
a Paralegal  
in-house  
UK



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## Introduction

The Paralegal market has evolved over the last few years as companies have looked to bolster their in-house legal function with cost-effective legal resources.

Paralegals are a great addition or alternative hire to a Legal Counsel due to their versatility, expert knowledge, flexibility and lower salary expectations. Changing budgets, salaries and new means of qualifying have led to a shift in the market and what many Paralegals look for in an in-house role.



### Benefits of hiring a paralegal



#### Expertise

Paralegals tend to specialise in an area of law allowing for independent and autonomous working.



#### Timesaving

Tasks can be delegated to Paralegals which allows time for lawyers in the team to focus on more complex legal matters.



#### Flexibility

Paralegals can be hired on a permanent, FTC or day-rate basis.



#### Cost-effective

As legal salaries continue to rise, hiring a Paralegal allows businesses to access specialist knowledge and support at a lower rate.



## Salaries

Paralegal salaries are still competitive across all sectors, in line with those of Legal Counsels. The tables below indicate the typical range for base salaries across the banking and financial services and corporate and commercial sectors. (Please note that figures may vary from business to business within these sectors).

### Banking and financial services

	Base salary range	Bonus range
Junior Paralegal	30,000-45,000	0-20%
Mid-level Paralegal	40,000-60,000	0-20%
Senior/Career Paralegal	55,000+	0-20%

### Corporate and commercial

	Base salary range	Bonus range
Junior Paralegal	30,000-35,000	0-5%
Mid-level Paralegal	37,000-45,000	5-7%
Senior/Career Paralegal	45,000-50,000+	7-10%

All figures are expressed in GBP. Any Paralegals hired on a day rate/hourly rate would generally be on the FTE of the salaries above plus the agency charge.

### Example of responsibilities

#### Junior Paralegals

Assisting with legal research, drafting legal documents, organising case files, scheduling meetings, liaising with clients and performing administrative tasks.

#### Mid-level Paralegals

Conducting legal research, drafting legal documents, assisting with discovery, managing and maintaining case files, reviewing contracts, assisting with contract negotiations and liaising with stakeholders.

#### Senior/Career Paralegals

Managing cases, conducting legal research, drafting legal documents and contracts, reviewing contracts, assisting with the negotiation of contracts and agreements, contract management and liaising with stakeholders.



## Routes to qualification



### Routes to qualification

Since the introduction of the SQE, we are seeing an increasing number of Paralegals looking for businesses that will support them financially through this route to qualification, or for short-term contracts that provide and sign off the necessary experience.

Roles that offer support and sponsorship for the SQE or a training contract are therefore more attractive and more likely to retain talent.

If your company is hiring on a permanent basis, Paralegals currently or planning to undertake the SQE often seek roles where there is scope to progress their career within the business when they qualify.



### Career Paralegals

As a result of alternative means to qualify, we are seeing fewer Career Paralegals. Many of this group are now funding themselves through the SQE.

Many Senior/Career Paralegals are awaiting qualification and looking to move into an NQ position, making it more difficult to find this experienced talent in the market.



### Providing funding for the Solicitors Qualifying Examination (SQE)

If your business cannot provide funding for the SQE but is eager to support a new or existing Paralegal qualifying, we can help to secure a discount through our partnership with [BARBRI](#), a leading SQE provider.

For more information on BARBRI, please reach out or visit one of the links below:



Global Leaders in Legal Education and Bar Exam Prep



About the SQE



SQE Frequently Asked Questions



## Market trends and challenges

### Trends



#### Cost-saving purposes

As recruitment budgets tighten due to the economic climate, clients are hiring Paralegals as an alternative to junior-mid level Legal Counsel.



#### Increase in demand for technical skills

Paralegals who are more proficient with legal software, managing databases and handling e-discovery are becoming increasingly valuable.



#### Greater need for Paralegals

This is due to the ever-changing laws and regulations and businesses need increased support to stay on top of workloads.



### Challenges



#### Attracting talent from private practice

In the last year we have seen a number of Paralegal candidates being drawn to roles working for reputable in-house legal teams for multiple reasons, including:

- Higher quality of work available at a junior level
- The opportunity to work more closely with senior team members as opposed to some of the large-scale Paralegal pools at international law firms
- Greater prospects of qualification either via traditional training or the SQE along with guaranteed newly qualified positions in some scenarios
- Stronger base salaries
- Work life balance

We work with a large pool of Paralegals in positions with some of the most prestigious law firms in the world that are keen on a move to an in-house legal team.

These candidates are often undertaking high-quality work within demanding environments and several of our clients have spotted this opportunity to solve their issues in attracting and retaining talent.



#### Struggling to hire a Newly Qualified (NQ) or Junior Legal Counsel

In the current market, many businesses looking to hire a NQ or Junior Legal Counsel have found success after hiring a Paralegal and providing training that hones their skillset to the needs of the business.

This is a great solution for both a business, which receives the specific skills needed, and for the Paralegal, who receives the support they need to develop professionally in an industry they are passionate about.

## Get in touch

For more information on the Paralegal market or to discuss a potential new role, please get in touch.



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## About Taylor Root

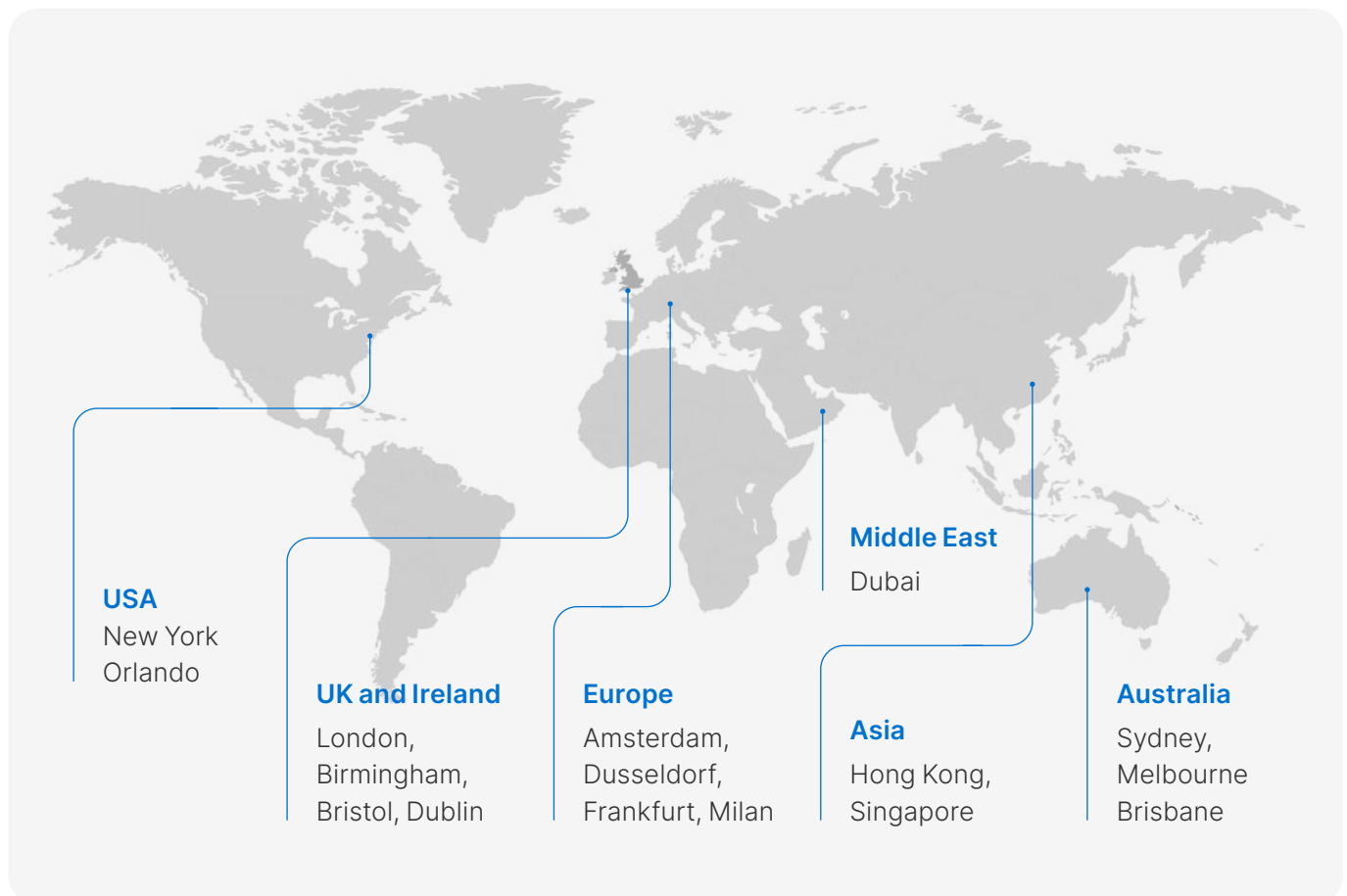
We are a global legal, risk and compliance search and recruitment consultancy and have been a market leader for more than 30 years.

We help global law firms and businesses to build and expand their legal, risk, compliance and corporate governance functions. Whether you're hiring your first In-house Counsel, expanding your associate team in a certain practice area or expanding your risk department internationally, we partner with businesses at every step of your journey.

Our services include contingent and retained search, permanent, temporary and interim recruitment as well as consultancy solutions.

Wherever we operate we have made an impact, from Düsseldorf to Dubai, New York to Shanghai or Milan to Melbourne. From pioneering specialist recruitment in particular locations, to shaping how our clients have approached hiring, our influence is evident everywhere.

Today, we have a truly global network of search and recruitment experts. Put simply, no one can match our global reach, or our history.





## Building DEI into our recruitment services

90% of diverse candidates turn to personal sources when looking for a new career.

We invest in building personal relationships with the candidates we represent. At the same time, we're growing our reputation as a safe destination brand for candidates from historically underrepresented backgrounds.

We invest in strategic partnerships, a wide range of accessible DEI-focussed events and training for all our teams, so we are trusted by our candidates to represent their interests authentically.



### What we do in every search



#### Skills-first

Proven to increase diversity in shortlists, we use a skills-first approach to assess talent



#### Consultant training

Mandatory annual training in DEI recruitment best practice



#### Language reviews

To ensure non-discriminatory role descriptions and job adverts



#### Process advice

An objective assessment of your inclusive hiring processes



#### Candidate care

To maintain your brand reputation

## | Belong 25

Championing equity at work

Over two thirds of businesses say that DEI is 'very' or 'extremely' critical to their business. This is as true for us as it is for our clients.

In order to improve our own employee experience, and to enable us to better support our clients, we have partnered with specialist DEI consultancy to

- audit our own procedures and policies develop a best-practice methodology for measuring diversity and engagement
- draw a roadmap for new initiatives that will make our business a more equitable place to work.

This project, known internally as Belong 25, will ultimately enable us to measure candidate diversity more effectively, to build on the process advice we already deliver, and to offer our clients better access to DEI tools and resources.

## About our specialist recruitment brands

We're part of The SR Group, a global search and recruitment company that includes specialist search and recruitment consultancies Brewer Morris, Carter Murray, Frazer Jones, Keller West and Taylor Root.

With strong management, a clear vision and the recruitment, training and retention of inspiring people, we have developed successful brands synonymous with quality around the world. Each of

these brands support clients on mandates at all levels of seniority, from entry-level through to Heads of, Director and C-Suite positions on both a permanent and interim basis.

**brewer  
morris**

Brewer Morris is a trusted tax, treasury and senior finance search and recruitment consultancy.

Through integrity, flexibility, specialist

expertise and always delivering results, we've built lasting relationships with professionals and businesses.

[brewermorris.com](https://brewermorris.com)

**carter  
murray**

Carter Murray is a global search and recruitment consultancy dedicated to marketing and sales.

Through deep expertise within our

markets, we're consistently able to fulfil even the most complex briefs and match the best specialist to every role.

[cartermurray.com](https://cartermurray.com)

**frazer  
jones**

Frazer Jones is a global HR executive search and recruitment consultancy.

We help HR professionals thrive and empower HR leaders to put people and

culture at the heart of their business – creating a more progressive future, for everyone.

[frazerjones.com](https://frazerjones.com)

**keller  
west**

Keller West is a global IT specialist search and recruitment consultancy.

We help companies worldwide to navigate the evolving world of technology and

talent. Our teams connect businesses with the right digital, data, cyber security and infrastructure experts.

[kellerwest.com](https://kellerwest.com)

**taylor  
root**

Taylor Root is a global legal, risk and compliance search and recruitment consultancy.

Forming lasting partnerships with our

clients and candidates, we are constantly evolving and continue to shape the world's legal, risk and compliance markets.

[taylorroot.com](https://taylorroot.com)

