

Sweet Success
Business Development
Paradigms for Professionals

Better Hiring Brings Better Results to Law Firms

Whether you need to hire an attorney or a support staff member, most lawyers make the same hiring mistake. They hire based on the resume and the interview, and then they try to see if the new hire is actually a good fit.

In the last 20 years, I have helped my law firm clients make better hiring decisions and cut their losses early when the wrong applicant was hired.

Before you advertise to fill your next opening, take the time to outline the new hire's first 30 days on the job. Specifically, what do you want to know that he/she is willing to do in the week one, week two, etc.

Let's say that you want to hire a support staff member to assist in legal work and administration of your firm. As an example, you need a paralegal who will also make calls to clients who are behind in replenishing their retainers. In your outline of duties and responsibilities for week one, you have them on the phone, making those AR calls.

When you show an applicant a plan for their first 30 days with you, you will see one of only two responses. They will either say nice things and you will never see them again (saving you the hassle of hiring a person who assures you he could do the job but never does) or they will actually get excited about having a map to being successful in the job. Hire the excited one!

Further, if the new hire does not make calls in week one, you can have a brief meeting with him reaffirming the importance of this duty. If in week two, he still does not do it, let him go and hire someone else.

Avoid keeping the wrong people on payroll. My clients have successfully used this process to make better hiring decisions, which allows them to spend more time practicing (and marketing) law and less time dealing with (wrong) personnel issues. And the best part is that it even works when hiring attorneys.

Try It!

Successfully,

Michael Flint