Are Two or More Heads Better Than One? Strategic Staffing Decisions

Romy K. Kapoor (DL), Atlanta, GA
David A. Harston, Denver, CO

How Do You Know When It Is Time to Hire an Additional Legal Professional?

• You have no life; you are turning away business; the quality of your work product has diminished
• What kind of person are you and what kind of business do you want?
• After performing an economic analysis
• After addressing the need in other ways

Should that Hire be an Associate Attorney or Paralegal?

• What is your business model?
• Where is your business coming from?
• Division of labor
How Else Can You Leverage Yourself?

- Law clerks
- Interns
- Remote receptionist
- Part-time employees

Is Outsourcing a Viable Option?

- Attorneys and/or paralegals?
- Vetting process/establish trust
- Access to internal systems/clients?
- Onshore/Offshore?

What Is the Ideal Staffing Model?

- Do you prefer to fly solo or to collaborate?
- What do you/don’t you like to do?
- Division of Labor
- Economies of Scale
How Do You Know If You Need to Downsize?

• Anticipated or actual drop in revenue
• Redundancies
• Not maximizing production
• Scaling back business

Questions & Answers