

Administration of Justice Occupations Labor Market Information Report Chabot College

Prepared by the San Francisco Bay Center of Excellence for Labor Market Research
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Recommendation

Based on all available data, there appears to be an “undersupply” of Administration of Justice workers compared to the demand for this cluster of occupations in the Bay region and in the East Bay sub-region (Alameda and Contra Costa counties). There is a projected annual gap of about 294 students in the Bay region and 118 students in the East Bay Sub-Region.

Introduction

This report provides student outcomes data on employment and earnings for TOP 2105.00 - Administration of Justice programs in the state and region. It is recommended that these data be reviewed to better understand how outcomes for students taking courses on this TOP code compare to potentially similar programs at colleges in the state and region, as well as to outcomes across all CTE programs at Chabot College and in the region.

This report profiles Administration of Justice Occupations in the 12 county Bay region and in the East Bay sub-region for a proposed new program at Chabot College.

It is important to note that Chabot College submitted five occupations in the LMI request form, that they indicate align with the Administration of Justice program they are proposing. However, two of these occupations (Lawyers and Judicial Law Clerks) require professional degrees (after a four-year degree). Because community colleges cannot award professional degrees, the occupational data for these two occupations is included for reference, regarding future “pathway occupations” that students could pursue after completing a four-year degree, but is not included in the “gap analysis” comparing occupational demand and college supply.

- **Lawyers (23-1011):** Represent clients in criminal and civil litigation and other legal proceedings, draw up legal documents, or manage or advise clients on legal transactions. May specialize in a single area or may practice broadly in many areas of law.
Entry-Level Educational Requirement: Doctoral or professional degree
Training Requirement: None
Percentage of Community College Award Holders or Some Postsecondary Coursework: 1.2 %
- **Judicial Law Clerks (23-1012):** Assist judges in court or by conducting research or preparing legal documents. Excludes “Lawyers” (23-1011) and “Paralegals and Legal Assistants” (23-2011).
Entry-Level Educational Requirement: Doctoral or professional degree
Training Requirement: None
Percentage of Community College Award Holders or Some Postsecondary Coursework: 11.0 %

- Correctional Officers and Jailers (33-3012):** Guard inmates in penal or rehabilitative institutions in accordance with established regulations and procedures. May guard prisoners in transit between jail, courtroom, prison, or other point. Includes deputy sheriffs and police who spend the majority of their time guarding prisoners in correctional institutions.
 Entry-Level Educational Requirement: High school diploma or equivalent
 Training Requirement: Moderate-term on-the-job training
 Percentage of Community College Award Holders or Some Postsecondary Coursework: 48.7 %
- Police and Sheriffs Patrol Officers (33-3051):** Maintain order and protect life and property by enforcing local, tribal, State, or Federal laws and ordinances. Perform a combination of the following duties: patrol a specific area; direct traffic; issue traffic summonses; investigate accidents; apprehend and arrest suspects, or serve legal processes of courts.
 Entry-Level Educational Requirement: High school diploma or equivalent
 Training Requirement: Moderate-term on-the-job training
 Percentage of Community College Award Holders or Some Postsecondary Coursework: 48.6 %
- Public Safety Telecommunicators (43-5031):** Operate radio, telephone, or computer equipment at emergency response centers. Receive reports from the public of crimes, disturbances, fires, and medical or police emergencies. Relay information to law enforcement and emergency response personnel. May maintain contact with caller until responders arrive.
 Entry-Level Educational Requirement: High school diploma or equivalent
 Training Requirement: Moderate-term on-the-job training
 Percentage of Community College Award Holders or Some Postsecondary Coursework: 56.1 %

Occupational Demand

Table 1. Employment Outlook for Administration of Justice Occupations in Bay Region

Occupation	2019 Jobs	2024 Jobs	5-yr Change	5-yr % Change	5-yr Total Openings	Annual Openings	25% Hourly Earning	Median Hourly Wage
Lawyers	32,688	33,764	1,076	3%	9,244	1,849	\$48.75	\$79.29
Judicial Law Clerks	585	609	24	4%	161	32	\$27.20	\$35.83
Correctional Officers and Jailers	5,390	5,489	99	2%	2,510	502	\$29.06	\$40.65
Police and Sheriffs Patrol Officers	17,482	18,333	851	5%	7130	1,426	\$46.95	\$57.68
Public Safety Telecommunicators	1,794	1,903	109	6%	985	197	\$32.16	\$40.06
Total	57,939	60,098	2159	4%	20,030	4,006	\$45.64	\$67.52

Source: EMSI 2020.4

Bay Region includes: Alameda, Contra Costa, Marin, Monterey, Napa, San Benito, San Francisco, San Mateo, Santa Clara, Santa Cruz, Solano and Sonoma Counties

Table 2. Employment Outlook for Administration of Justice Occupations in East Bay Sub-region

Occupation	2019 Jobs	2024 Jobs	5-yr Change	5-yr % Change	5-yr Total Openings	Annual Openings	25% Hourly Earning	Median Hourly Wage
Lawyers	8,517	8,786	269	3%	2,357	471	\$41.56	\$66.98
Judicial Law Clerks	146	152	6	4%	41	8	\$30.15	\$34.43
Correctional Officers and Jailers	864	880	16	2%	402	80	\$30.92	\$38.20

Occupation	2019 Jobs	2024 Jobs	5-yr Change	5-yr % Change	5-yr Total Openings	Annual Openings	25% Hourly Earning	Median Hourly Wage
Police and Sheriffs Patrol Officers	4,648	4,812	164	4%	1,817	363	\$47.84	\$56.64
Public Safety Telecommunicators	492	514	22	4%	260	52	\$33.21	\$41.47
Total	14,667	15,144	477	3%	4877	974	\$42.53	\$60.83

Source: EMSI 2020.4

East Bay Sub-Region includes: Alameda, Contra Costa County

Job Postings in Bay Region and East Bay Sub-Region

Table 3. Number of Job Postings by Occupation for latest 12 months (Dec 2019-Nov 2020)

Occupation	Bay Region	East Bay
Lawyers	10,304	2,369
Police Patrol Officers	694	276
Police, Fire, and Ambulance Dispatchers	447	188
Correctional Officers and Jailers	148	28
Judicial Law Clerks	103	24
Sheriffs and Deputy Sheriffs	84	25

Source: Burning Glass

Table 4a. Top Job Titles for Administration of Justice Occupations for latest 12 months (Dec 2019-Nov 2020)

Bay Region

Title	Bay	Title	Bay
Associate Attorney	309	Litigation Attorney	82
Credentialed Tax Professional - CPA Enrolled Agent or Attorney - Seasonal Remote	174	Credentialed Virtual Tax Professional - CPA, Enrolled Agent Or Attorney	78
Attorney	137	Client Partner	77
Credentialed Tax Expert – CPA Enrolled Agent or Practicing Attorney - Seasonal Remote	112	Staff Attorney	75
Corporate Counsel	109	Litigation Associate Attorney	69
Attorney/Lawyer	103	Litigation Associate	67
Police Officer	98	Senior Corporate Counsel	64
In-House Counsel	96	Dispatcher	64
Credentialed Tax Expert - Cpa, Enrolled Agent Or Practicing Attorney Seasonal Remote	87		

Source: Burning Glass

Table 4b. Top Job Titles for Administration of Justice Occupations for latest 12 months (Dec 2019-Nov 2020)

East Bay Sub-Region

Title	East Bay	Title	East Bay
Associate Attorney	126	Police Officer Trainee	27
Attorney/Lawyer	51	Litigation Attorney	26
Attorney	45	Staff Attorney	24
Dispatcher	39	In-House Counsel - Jdhuntr General Counsel	22

Title	East Bay	Title	East Bay
Credentialed Tax Expert - Cpa, Enrolled Agent Or Practicing Attorney - Seasonal Remote	34	Virtual Active Cpa, Enrolled Agent Or Tax Attorney - Seasonal	21
Credentialed Tax Professional - Cpa Enrolled Agent Or Attorney - Seasonal Remote	31	Corporate Counsel	21
Credentialed Virtual Tax Professional - Cpa, Enrolled Agent Or Attorney	29	Transactional Land Use & Environmental Attorney	20
Credentialed Tax Professional - Cpa, Enrolled Agent Or Attorney - Remote	29	Estate Planning Attorney	20
Credentialed Tax Expert - Cpa, Enrolled Agent Or Practicing Attorney Seasonal Remote	29	Police Officer	19

Source: Burning Glass

Industry Concentration

Table 5. Industries hiring Administration of Justice Workers in Bay Region

Industry – 6 Digit NAICS (No. American Industry Classification) Codes	Jobs in Industry (2019)	Jobs in Industry (2024)	% Change (2019-24)	% Occupation Group in Industry (2019)
Offices of Lawyers	21976	22098	1%	38%
Local Government, Excluding Education and Hospitals	20964	21869	4%	36%
State Government, Excluding Education and Hospitals	4684	4856	4%	8%
Federal Government, Civilian, Excluding Postal Service	883	887	0%	2%
Colleges, Universities, and Professional Schools (State Government)	780	868	11%	1%
All Other Legal Services	727	817	12%	1%
Corporate, Subsidiary, and Regional Managing Offices	716	733	2%	1%
Federal Government, Military	652	641	-2%	1%
Internet Publishing and Broadcasting and Web Search Portals	509	672	32%	1%
Colleges, Universities, and Professional Schools	510	570	12%	1%

Source: EMSI 2020.4

Table 6. Top Employers Posting Administration of Justice Occupations in Bay Region and East Bay Sub-Region (Dec 2019-Nov 2020)

Employers	Bay	Employer	East Bay
Jdhuntr In House Counsel	1,105	Jdhuntr In House Counsel	581
Intuit	690	Intuit	227
Facebook	262	Tesla	37
Vanguard Ip	96	Umpqua Community College	32
Umpqua Community College	67	Kaiser Permanente	31
Apple Inc.	56	City Oakland	29
state of california	55	University Of California Berkeley	26
Lighthouse Legal Search	55	state of california	19

Employers	Bay	Employer	East Bay
Alchemy Legal	53	Tesla Motors	16
Paragon Legal Group	51	New York Life	16
Gilead Sciences	50	Sierra Club	15
Amazon	48	Vanguard Ip	12
Fenwick & West	46	University Of California Office Of The President	12
Genentech	41	City Richmond	12

Source: Burning Glass

Educational Supply

There are 23 community colleges in the Bay Region issuing 1,817 awards on average annually (last 3 years ending 2018-19) on TOP 2105.00 - Administration of Justice. In the East Bay Sub-Region, there are seven (7) community colleges that issued 369 awards on average annually (last 3 years) on this TOP code.

There are a three (3) other CTE educational institutions in the Bay Region issuing 14 awards on average annually (last 3 years ending 2016-17) on TOP 2105.00 - Administration of Justice. There are two (2) other CTE educational institutions in the East Bay Sub-Region issuing 8 awards on average annually (last 3 years) on this TOP code.

Table 7a. Community College Awards on TOP 2105.00 - Administration of Justice in Bay Region

College	Subregion	Associate	Certificate Low	Noncredit	Total
Cabrillo	SC-Monterey	19	0	0	19
Chabot	East Bay	53	0	0	53
Contra Costa	East Bay	25	12	0	37
De Anza	Silicon Valley	61	0	0	61
Diablo Valley	East Bay	83	39	0	122
Evergreen Valley	Silicon Valley	58	0	0	58
Gavilan	Silicon Valley	47	7	0	54
Hartnell	SC-Monterey	84	22	0	106
Las Positas	East Bay	34	0	0	34
Los Medanos	East Bay	56	11	0	67
Marin	North Bay	6	1	0	7
Merritt	East Bay	36	6	0	42
Mission	Silicon Valley	8	0	0	8
Monterey	SC-Monterey	27	31	54	112
Napa	North Bay	43	28	0	71
Ohlone	East Bay	13	1	0	14
San Francisco	Mid-Peninsula	43	17	0	60
San Jose City	Silicon Valley	28	3	0	31
San Mateo	Mid-Peninsula	60	14	0	74
Santa Rosa	North Bay	61	54	533	648
Skyline	Mid-Peninsula	32	6	0	38
Solano	North Bay	48	8	0	56
West Valley	Silicon Valley	45	0	0	45
Total		970	260	587	1,817

Source: Data Mart

Note: The annual average for awards is 2016-17 to 2018-19.

Table 7b. Other CTE Institutions Awards on TOP 2105.00 - Administration of Justice in Bay Region

College	Subregion	Associate Degree	Total
Carrington College-Pleasant Hill	East Bay	5	5
Carrington College-San Jose	Silicon Valley	6	6
Carrington College-San Leandro	East Bay	3	3
Total		14	14

Note: The annual average for awards is 2016-17 to 2018-19.

Gap Analysis

Based on the data included in this report, there is a labor market gap in the Bay region with 2,125 annual openings (requiring less than a four-year degree) for the Administration of Justice occupational cluster and 1,831 annual (3-year average) awards for an annual undersupply of 294 students. In the East Bay Sub-Region, there is also a gap with 495 annual openings (requiring less than a four-year degree) and 377 annual (3-year average) awards for an annual undersupply of 118 students.

Student Outcomes

Table 8. Four Employment Outcomes Metrics for Students Who Took Courses on TOP 2105.00 - Administration of Justice

2017-18	Bay All CTE Programs	Chabot All CTE Programs	State 2105.00	Bay 2105.00	East Bay 2105.00	Chabot 2105.00
% Employed Four Quarters After Exit	67%	73%	62%	75%	73%	76%
Median Quarterly Earning Two Quarters After Exit	\$11,466	\$10,389	\$10,425	\$12,424	\$12,684	\$8,868
Median % Change in Earning	31%	35%	24%	31%	36%	83%
% of Students Earning a Living Wage	53%	50%	63%	58%	55%	39%

Source: Launchboard Pipeline (version available on August 2020)

Skills, Certifications and Education

Table 9. Top Skills for Administration of Justice Occupations in Bay Region (Dec 2019-Nov 2020)

Skill	Posting	Skill	Posting
Litigation	2964	Contract Preparation	539
Customer Service	1237	Contract Drafting	491
Intellectual Property	1209	Calculation	482
Customer Contact	1002	Legal Compliance	481
Legal Research	841	Business Development	480
Tax Returns	725	Software as a Service (SaaS)	475
Tax Preparation	658	Product Development	460
Public Accounting	619	Due Diligence	452
Circular 230	597	Legal Documentation	437
Public Health and Safety	576	Civil Litigation	425
Project Management	562	Corporate Governance	419
Tax Law	557	Data Privacy	407
Mergers and Acquisitions	556	Contract Review	387

Skill	Posting	Skill	Posting
Audit Experience	546	Negotiation Skills	374

Source: Burning Glass

Table 10. Certifications for Administration of Justice Occupations in Bay Region (Dec 2019-Nov 2020)

Skill	Posting	Skill	Posting
Licensed Attorney	1,080	Public Safety Certificate	58
Certified Public Accountant (CPA)	798	Series 63	22
Driver's License	753	Series 6	22
California Bar	487	Life and Health Insurance License	22
Police Officer	109	Emergency Medical Technician (EMT)	22
First Aid Cpr Aed	94	Business License	22
Certified Information Privacy Professional (CIPP)	77	Basic Post Certificate	20
Cdl Class C	76	Investment Advisor	19
Typing Certification	60	Law Enforcement Certification	15
Security Clearance	59	Ca License	15

Source: Burning Glass

Note: 72% of records have been excluded because they do not include a certification. As a result, the chart below may not be representative of the full sample.

Table 11. Education Requirements for Administration of Justice Occupations in Bay Region (Dec 2019-Nov 2020)

Education (minimum advertised)	Latest 12 Mos. Postings	Percent 12 Mos. Postings
High school or vocational training	757	18%
Associate's degree	27	1%
Bachelor's degree	83	2%
Master's degree	7	0%
Doctoral degree	3,273	79%

Source: Burning Glass

Note: 65% of records have been excluded because they do not include a degree level. As a result, the chart below may not be representative of the full sample.

Methodology

Occupations for this report were identified by use of skills listed in O*Net descriptions and job descriptions in Burning Glass. Labor demand data is sourced from Economic Modeling Specialists International (EMSI) occupation data and Burning Glass job postings data. Educational supply and student outcomes data is retrieved from multiple sources, including CTE Launchboard and CCCCCO Data Mart.

Sources

O*Net Online

Labor Insight/Jobs (Burning Glass)

Economic Modeling Specialists International (EMSI)

CTE LaunchBoard www.calpassplus.org/Launchboard/

Statewide CTE Outcomes Survey

Employment Development Department Unemployment Insurance Dataset

Living Insight Center for Community Economic Development

Chancellor's Office MIS system

Contacts

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