

boly:welch

EXECUTIVE SEARCH | RECRUITING | CONTRACT STAFFING | HR CONSULTING

2023

**Job
Market
Trends
Report
Portland
Metro
Area**





TABLE OF CONTENTS



INTRO 3

WHERE DID WORK HAPPEN? 4-5

WHAT DID BENEFITS PACKAGES LOOK LIKE IN 2023? 6-9

WHAT WERE EMPLOYEES MAKING IN 2023? 10

- ACCOUNTING 11
- FINANCIAL SERVICES 12
- HUMAN RESOURCES 13
- OFFICE ADMINISTRATION & OPERATIONS 14
- MARKETING & SALES 15
- ATTORNEYS 16
- LEGAL SUPPORT 17
- TECH 18



WHAT WE DO 19



INTRO

Empower Your Career: Leveraging Local Salary & Benefit Trends to Make Your Next Move



This isn't just a job market trends report. It's our way of saying Boly:Welch is committed to bolstering the growth and well-being of our city, and the people who live in it.

This data offers insights that align local compensation and benefits with industry standards, empowering you to make informed choices and thrive in your career.

PORTLAND: A HUB OF OPPORTUNITY

Understanding the dynamics of our local market isn't just crucial to its future success – it's the key to unlocking sustainable growth for you and the businesses and that shape Portland.

Having partnered with many of the best businesses in town, we've had a front-row seat to the impact they've made on our community. We've also seen the local business landscape transform and transform again since 2020.

Here's a look at 2023, and the salaries and benefits offered in the job categories we specialize in:

Accounting • Financial Services • HR • Office Administration & Operations • Marketing & Sales • Attorneys • Legal Support • Tech

By understanding these market benchmarks, you can navigate your career journey with greater clarity and insight.

WHERE DID WORK HAPPEN?

2023 was a year of finding the new normal at work.

Most companies drew people back into the office, while a few stayed remote.

Locally, jobs requiring a physical presence — like Front Desk Receptionists and Property Managers — saw increased demand.

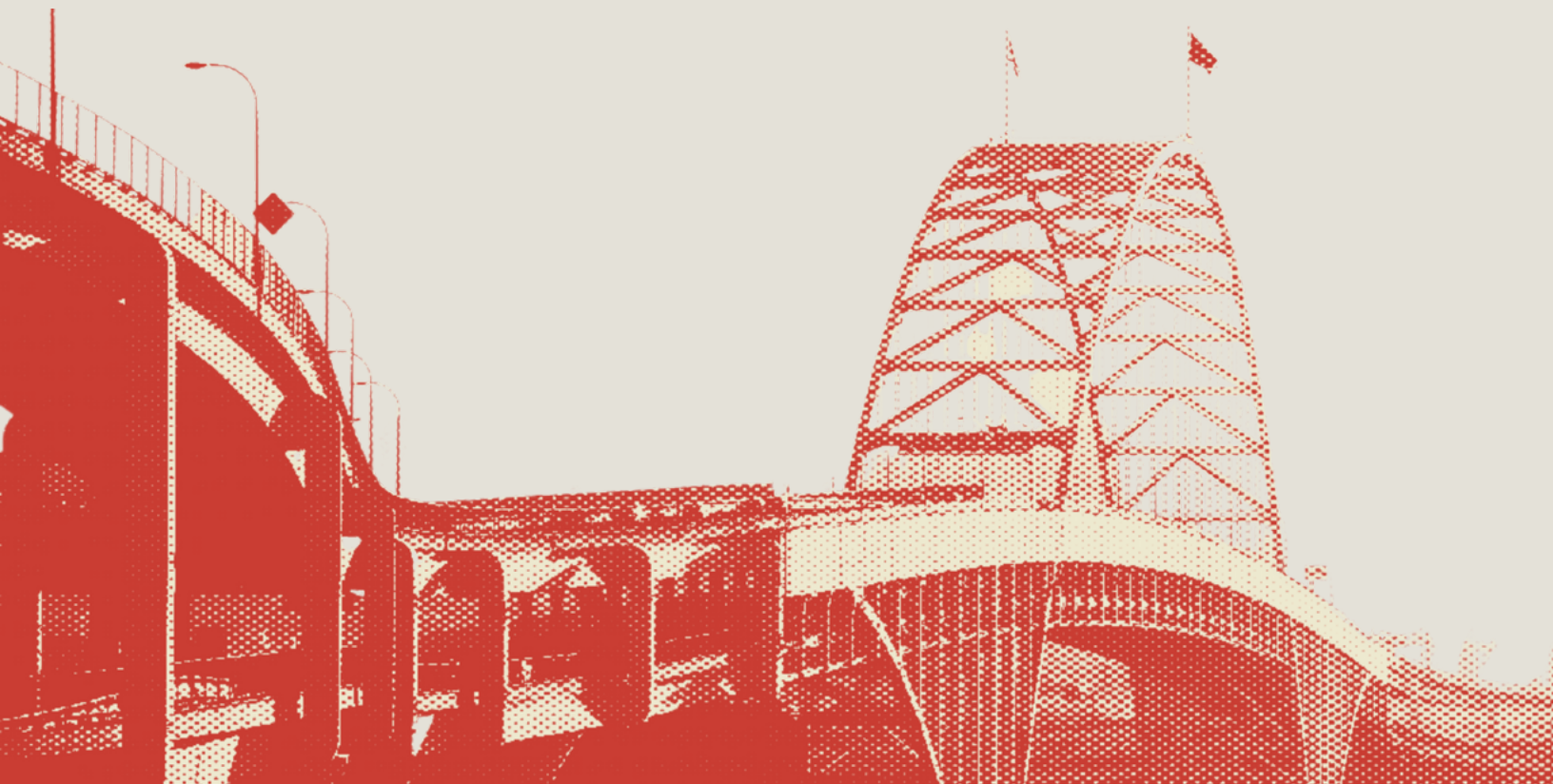
The handful of remote jobs we worked on generated lots of interest, but finding qualified candidates who were interested in the role and not just working remote was a challenge. Additionally, many remote jobs still require a presence within the area, and many of the candidates applying did not live locally.

MOST OF THE ROLES WE WORKED ON IN 2023 OFFERED A HYBRID SCHEDULE.

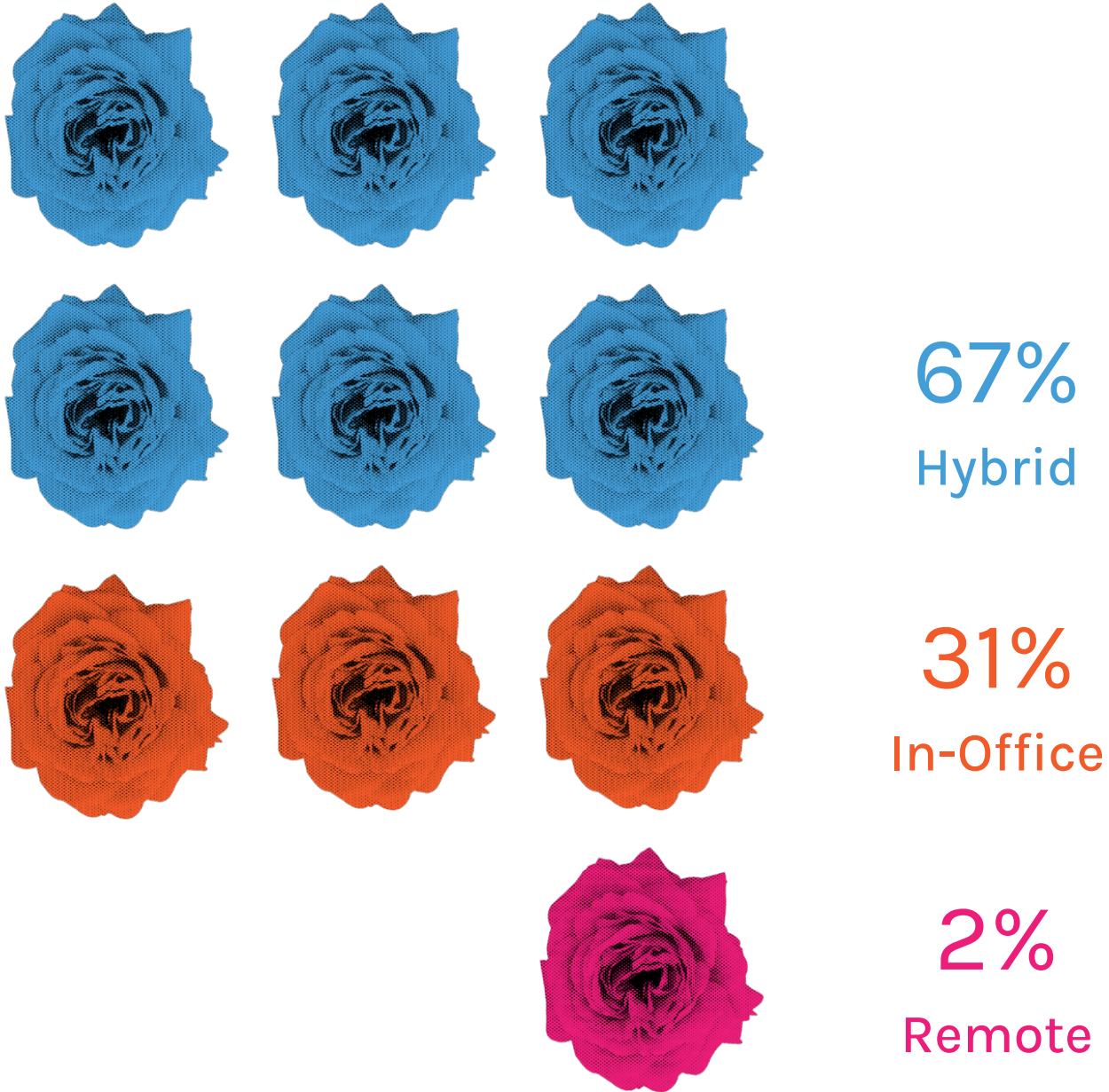
Normalized in the last couple of years of the pandemic, hybrid work looks different from company to company. At some organizations, employees work 3 days in-office and 2 days remote. Others may offer the opportunity to work remotely 3 weeks per year.

Hybrid work continues to evolve. We saw many employers increasing the amount of mandatory in-office time by a day or two, or enforcing an existing policy more stringently.

Ultimately, flexibility is the name of this game — and it continues to be a key draw for many candidates seeking a balanced work life, as well as a tool for employers hoping to attract and keep their talent.

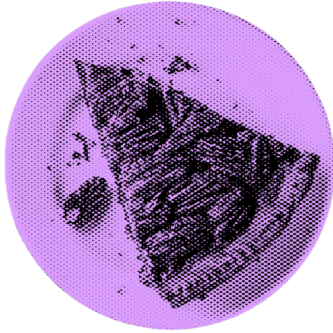


RTO OR WFH? 2023 WAS ALL ABOUT BALANCE.



WHAT DID BENEFITS LOOK LIKE IN 2023?

Beyond Basics: Team-Tailored Benefits



A robust benefits package doesn't just give employers a leading edge in hiring – it's imperative to attracting and sustaining a thriving team. The right benefits can significantly enhance not only employee satisfaction and retention, but performance as well.

Retirement plans, paid time off, and health insurance are baseline offerings in today's job market. Many candidates will turn down otherwise solid opportunities for inadequate time off or lackluster insurance coverage.

But it's no longer just about the basics. In 2023, we saw organizations offer:

Dog-friendly work environments • Onsite gyms • Sabbaticals • Professional development stipends • Paid parking • Profit sharing • Bring-your-kids-to-work policies • Bonus pools • Extended parental leave • And more!

Perks like transportation stipends are also gaining momentum with the return to onsite work.

The key to a winning benefits package? Understanding which perks and benefits are most meaningful to the team – which will, of course, vary from organization to organization.

WE LOOKED AT

- Health Insurance
- Retirement Plans
- Paid Time Off
- Special Perks & Benefits

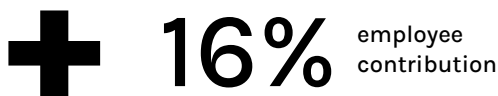


HEALTHIER, WEALTHIER, MORE ENGAGED

Health Insurance

Large employers in Oregon (with 50+ FTE) are required to provide employer-sponsored health insurance – and 99% of the organizations we worked with in 2023 did.

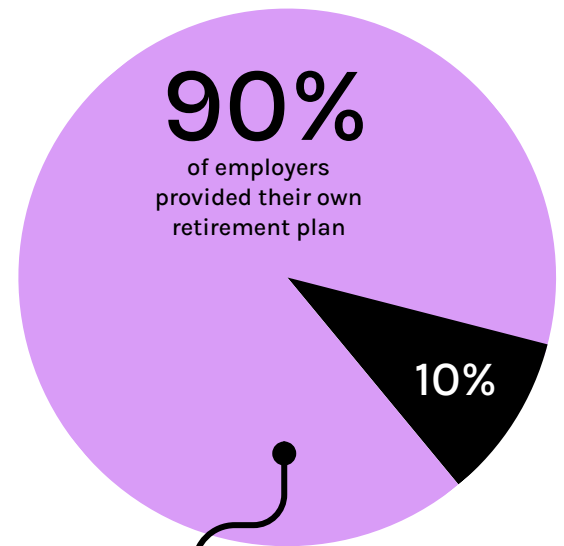
Oregon has one of the highest average rates of employer contribution in the nation, second only to Hawaii and Montana!



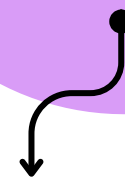
Retirement Plans

Employers in Oregon are required to provide a retirement plan for full-time employees. If they don't offer their own plan, they may enroll in OregonSaves, which defaults to employees setting aside 5% of their salary into an IRA via payroll deduction.

- The most common 401(k) employer matches we see are **3% and 6%**.
- Another common scenario is to provide a **100% match** for 3% contributions, and **\$0.50/dollar** for the next 2%.
- At **Boly:Welch**, we provide a 3% contribution to full-time employees' 401(k) – no employee contribution necessary. **Only 10%** of businesses offer this safe harbor 401(k) plan.



92% of employers that provided their own plan also contributed with a match or profit sharing



BENEFIT BASICS — AND BEYOND

Paid Time Off

All Oregon employers with 10+ full-time employees are required to provide paid sick time. In Portland, it's 6+ full-time employees. Paid time off and paid holidays are NOT required in Oregon.

95% of the employers we worked with offer some PTO in addition to paid sick time: paid holidays, personal days, vacation days, etc.

For most positions, we see a minimum of **3 weeks** paid time off. The average person takes 17 days of PTO each year.

The biggest challenge for employers is creating a culture where people can truly unplug from work when they do take time off for sick time, holidays, personal days, vacation time, etc.

- 70% of people work while taking PTO
- 60% of employees don't use all the PTO allotted to them
- 84% (4 out of 5) of people go into work while sick

95%

of employers provided PTO



5%

of employers did NOT provide PTO



Transportation Stipend

A transportation stipend might look like:
paid parking • TriMet pass • pre-tax reimbursement for transportation • stipend added to paycheck



34%

of employers provided a transportation stipend



66%

of employers who required their team to work in-office provided some sort of transportation stipend

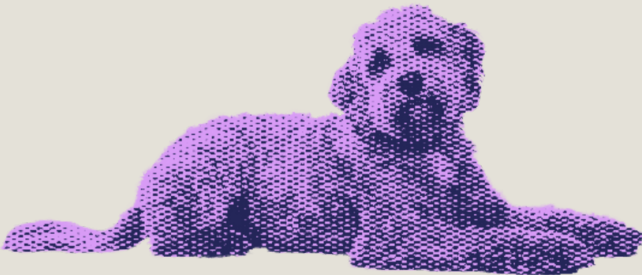
PERKS THAT WORK: ELEVATING THE EMPLOYEE EXPERIENCE



In today's competitive market, employers are offering more than a cost of living raise to reward talent. We're not talking about ping pong tables and bean bags, but rather perks that add tangible meaning and fun to office culture — while boosting employee engagement.

More often than not, perks like these are the things employees tout as the best part of working for their employers (beyond pay, flexibility, and growth opportunities).

Here are some of the most meaningful and inclusive perks we've seen.



A favorite perk at Boly:Welch is our [annual Spring Break](#), a themed week of celebration and fun. Our team loves movie passes (for use during work hours only), a special snack and candy spread, catered lunches, and a secret off-site activity to cap off the week (this year we went to an escape room!).

ONE OF THE MOST VALUED BENEFITS EMPLOYEES SEEK? FLEXIBILITY.

A flexible schedule that accommodates multiple start-times, the ability to work remotely, and compressed workdays goes a long way with today's workforce.

SPECIAL PERKS

Health & Wellness

- Standing desks & ergonomic seating
- Quiet Room — a dedicated space for employees to recharge
- Access to gyms, on-site yoga classes, or discounts to local studios and fitness centers

Family Forward

- Bring-Your-Children-to-Work policies — particularly infant-specific policies (some go one step further and provide the holy grail: on-site childcare)
- Feeding rooms for parents — with extras like massage chair, mini fridge, aromatherapy, adjustable lighting
- Homework Room — a dedicated space for school-aged kids

Furry Friends

- Pet bereavement
- Pet insurance
- Bring-Your-Dog-to-Work policy

Community Engagement

- Charitable giving match program
- Paid volunteer time
- Sponsored team events — like Hood to Coast
- Monthly team lunches & book clubs
- Tea and coffee bar — with an annual taste test
- Celebrations for the big moments — wedding showers, baby showers, graduations, retirement

Getting Ahead

- Yearly professional development stipend
- Financial advising plan
- Cell phone reimbursement and discounts
- Stipend for travel or vacations — one company offers employees \$1,000 to spend on vacation!

Flexible Workplace

- Office closure during the last week of the year
- Summer Fridays — half-days on Fridays from Memorial Day through Labor Day
- Work from anywhere week — offered twice a year

WHAT DID EMPLOYEES MAKE IN 2023?

Inside Portland's Payroll:
Salary Insights You
Should Know



At Boly:Welch, we put people front and center in the hiring process, and partner with organizations who know that people are their most valuable assets. That's why tracking current salary ranges in our local market is a critical part of the work we do.

In the pages ahead, we'll delve into average salary ranges across job categories in the Portland metro area and provide the insights you need to make informed career decisions.

Because salary ranges alone aren't enough to understand the implications of the data, we'll also look at the relationships between years of experience, education, and salary.

While it's helpful to know current salary averages, it's equally important to remember that 2024 may see shifts in these numbers due to the economy and changes in industry demand.

ACCOUNTING

Portland employers hired most for:

- Accounting Managers
- Accounting Specialists
- Accounts Payable Specialists
- Billing Specialists
- Bookkeepers
- Controllers
- Credit and Collections Analysts
- Payroll Managers
- Project Financial Analysts
- Staff Accountants

Salary Ranges for Roles in 2023

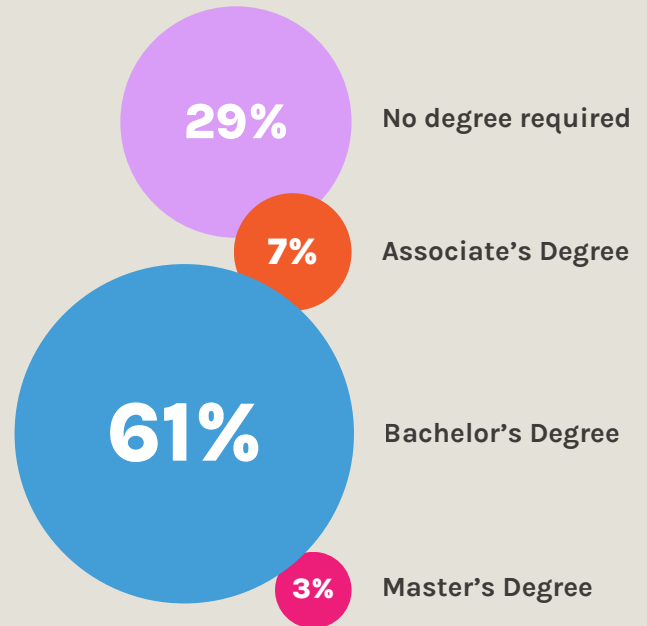
Average Salary: \$69K

Most Common Range: \$100K–\$120K

Total Range: \$50K–\$200K

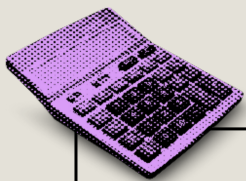
Highest Level of Education Required

While only 61% of the accounting roles we work on require a college degree, almost 100% of jobs in the \$75K+ salary range do.



Salary Ranges & Years of Experience

Portland is a mid-market city, and salary ranges for accounting roles reflect that – as well as degree, type of experience, and type of role.



Years of Experience

Salary Range		0	1	2	3	4	5	6	7	8	9	10	11	12	13	14+
	\$50K-\$60K															
	\$60K-\$80K															
	\$80K-\$120K															
	\$150K-\$200K															

[illegible]

HUMAN RESOURCES

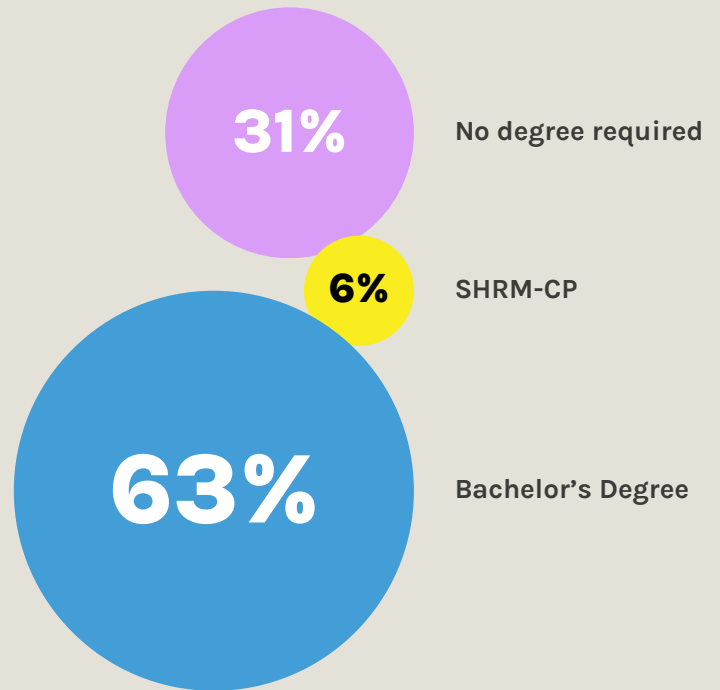
Portland employers hired most for:

- HR & Staffing Specialists
- HR Analysts
- HR Coordinators
- HR Directors
- HR Generalists
- HR Managers
- Recruiting Specialists
- Talent Acquisition Specialists



Highest Level of Education Required

For Director roles and above, a Bachelor's degree is often required, but certifications like SHRM-SCP or SPHR can offset the lack of a degree.



Salary Ranges for Roles in 2023

Average Salary: \$77K

Most Common Range: \$75K-\$95K

Total Range: \$50K-\$180K

Salary Ranges & Years of Experience

Industry, title, company size, and responsibility level all impact HR salary ranges, regardless of licensure or years of experience. In a mid-market city like Portland, salary varies significantly from company to company.

Years of Experience

Salary Range	Years of Experience														
	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14+
	\$50K-\$70K														
				\$70K-\$90K											
							\$90K-\$120K								
										\$120K-\$180K					

OFFICE ADMINISTRATION & OPERATIONS

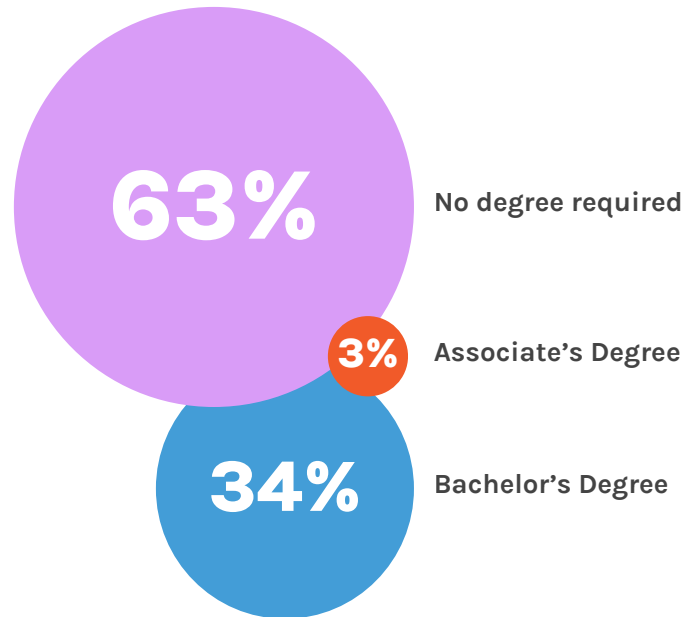
Portland employers hired most for:

- Administrative Assistants
- Administrative Support Specialists
- Chief Operations Officers
- Client Account Specialists
- Customer Service Representatives
- Data Analysts
- Directors of Programming and Communications
- Executive Assistants
- Logistics Coordinators
- Marketing and Communications Coordinators
- Office Administrators
- Office Managers
- Property Managers
- Receptionists
- Scheduling Managers

The actual function of any given job title will vary from place to place, as will compensation ranges.

Highest Level of Education Required

Administrative roles encompass everything from entry-level reception to senior-level executive assistants – and the degree requirements and years of experience reflect this range.



Salary Ranges for Roles in 2023

Average Salary: \$55K

Most Common Range: \$50K-\$60K

Total Range: \$37K-\$150K

Salary Ranges & Years of Experience



		Years of Experience								
		0	1	2	3	4	5	6	7	8+
Salary Range	<\$45K-\$50K									
	\$50K-\$100K									
	\$100K-\$150K									

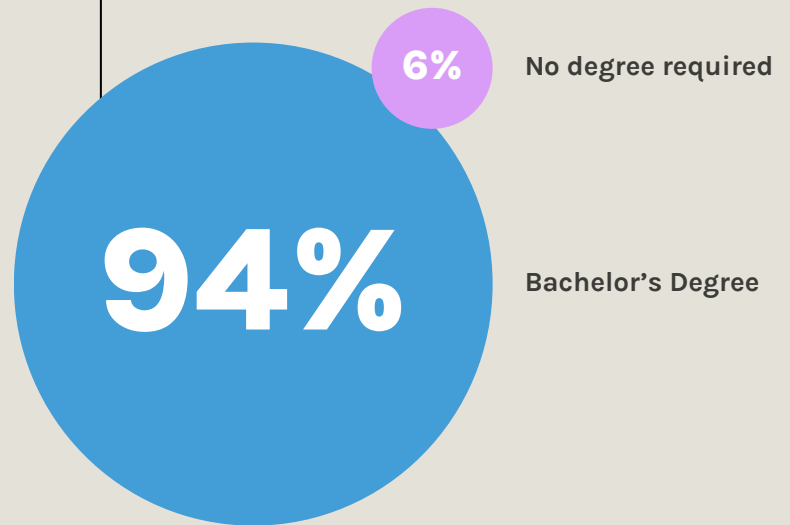
MARKETING & SALES

Portland employers hired most for:

- Business Development & Marketing Managers
- Development & Communications Directors
- Directors of Marketing & Communications
- Marketing & Communications Coordinators
- Marketing Managers
- Marketing Leads
- Marketing Specialists
- Merchandising Associates

Highest Level of Education Required

Roles with marketing functions require the highest percentage of college degrees of any of the job categories we work in (except for attorneys)!



Salary Ranges for Roles in 2023

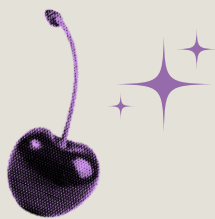
Average Salary: \$63K

Most Common Range: \$50K-\$60K

Total Range: \$50K-\$150K

Salary Ranges & Years of Experience

We see a broad spectrum of marketing roles at Boly:Welch – everything from administrative jobs with marketing functions to merchandising specialists in footwear & apparel to executive-level marketing professionals in a wide range of industries.



		Years of Experience								
		0	1	2	3	4	5	6	7	8+
Salary Range	\$50K-\$60K									
	\$60K-\$100K									
	\$100K-\$150K									

ATTORNEYS

Portland employers hired most for:

- Litigation Associates
- Business Transactional Associates
- Labor and Employment Associates
- Workers' Compensation Associates
- Estate Planning Laterals
- Real Estate Litigation Laterals

Highest Level of Education Required

All positions require J.D.s, but we're seeing an increase in calls for specialized LLM degrees – mostly in tax and privacy. Oregon has made reciprocity much easier, but we're still noticing a significant dip in out-of-state applicants.

Salary Ranges for Roles in 2023

Average Salary: \$150K

Most Common Range: \$130K–\$170K

Total Range: \$90K–\$225K+

Salaries continue to tick up, and we're seeing a great deal of movement by candidates seeking higher salaries. Most first-year associates expect a minimum of \$100K. At the same time, billable hour requirements are decreasing.



J.D. & State Bar

Salary Ranges & Years of Experience

Years of Experience

	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14+
Salary Range															
\$90K-\$100K															
\$100K-\$200K															
\$200K-\$225K															
\$225K+															

LEGAL SUPPORT

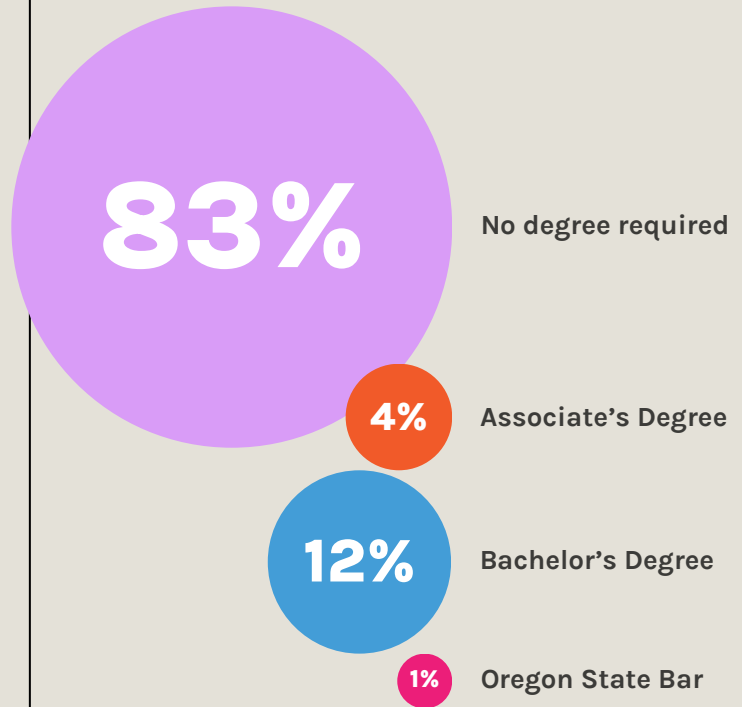
Portland employers hired most for:

- Legal Practice Assistants
- Litigation Legal Assistants
- Litigation Paralegals
- Front Desk Coordinators
- Intake Specialists
- Investigators
- Office Managers
- Firm Administrators
- Billing Specialists
- Project Assistants
- Corporate Paralegals
- Discovery Clerks
- File Clerks



Highest Level of Education Required

While most of the Legal Support roles we work on don't require a college degree, having training in a paralegal program or similar program can impact salary range.



Salary Ranges for Roles in 2023

Average Salary: \$63K

Most Common Range: \$55K-\$70K

Total Range: \$38K-\$150K

Salary Ranges & Years of Experience

Many factors influence salary: firm size, technical skill, type of experience, quality of references and job tenure, and specialization in specific practice areas.

		Years of Experience												
		0	1	2	3	4	5	6	7	8	9	10	11	12+
Salary Range	<\$45K-\$50K													
	\$50K-\$65K													
	\$65K-\$90K													
	\$70K-\$120K													

TECH

Portland employers hired most for:

- Data Analysts
- IT Support
- Technology Program Managers
- Software Engineers
- Data Scientists

Highest Level of Education Required

While many of the tech-adjacent jobs we work on do not require a degree, **many employers look for candidates with technical degrees or training** for roles like Software Engineers, Data Analysts, and Data Scientists.

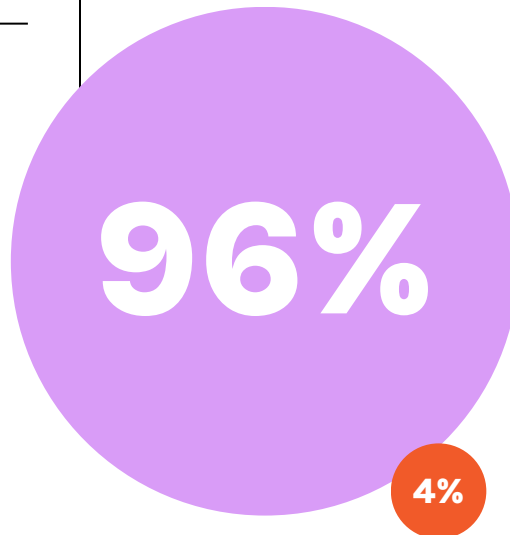
Salary Ranges for Roles in 2023

Average Salary: \$95K

Most Common Range: \$150K–\$200K

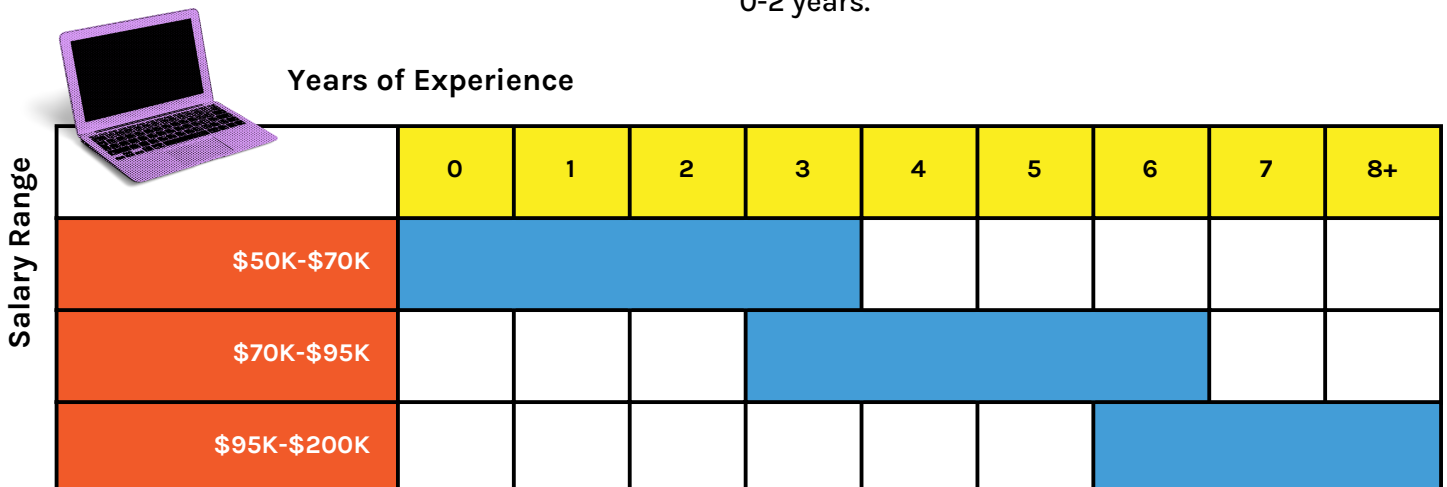
Total Range: \$50K–\$200K

After years of rising salaries, the tech industry is seeing a sustained plateau in response to market conditions. We're now moving away from the digital transformation that occurred in response to the pandemic, and companies are setting more sustainable hiring goals — and consistent salary ranges.



Salary Ranges & Years of Experience

In tech, over 70% of jobs require 9-14 years of experience. 15% require 6-8 years. 2% require 0-2 years.



WHAT WE DO

We look beyond the resume to find those special qualities that make a person uniquely suited to succeed in an organization.

People know us as “recruiters” or a “staffing agency,” but that doesn’t really cover who we are. We’re one-part guidance counselor, one-part therapist, and, potentially, **your career’s new best friend.**

We’re also deeply committed to helping our clients become better workplaces for the people they employ.

When Boly:Welch makes a great match, we’re not just filling open roles. We’re helping businesses build more cohesive teams, driven by shared goals and values, empowering growth for all.



boly:welch

EXECUTIVE SEARCH | RECRUITING | CONTRACT STAFFING | HR CONSULTING

920 SW Sixth Ave, Suite 100 | Portland, OR 97204
(503) 242-1300 | connect@bolywelch.com
bolywelch.com

