



Legal Career Guide

Created by USF Department of Criminology

BAILIFF

Law enforcement officers who maintain order in a courtroom during trials; transports defendants, delivers court documents, escorts and guards jury, enforce court decorum



EDUCATION

High School Diploma, AA/AS Certificate

B.A. Criminology/B.S. Criminal Justice (recommended for advancement)



Salary

\$40,620*



Skills & Qualifications

Ability to communicate effectively
Physically fit
Knowledge and application of court system
Paralegal training (recommended)
Law enforcement and/or military experience



Job Outlook

5% growth*
2012-2022

PARALEGAL/CRIMINAL PARALEGAL

Assist attorney in preparation of hearings, trials, meetings, communicate with/interview clients, investigate facts of a case, research legal cases, prepare legal documents



EDUCATION

AA/AS Certificate, B.A. Criminology/B.S. Criminal Justice, or Bachelor's Political Science
Bachelor's (recommended)

Second Major or Minor: Political Science, Pre-Law track



Salary

\$46,990-
75,410*



Skills & Qualifications

Extensive knowledge of local, state, federal laws
National Paralegal Certification
Paralegal Internship
Strong analytical skills
Attention to detail
Enjoy working with diverse groups of people
Effective oral and written communication skills
Familiar with and able to use current technology



Job Outlook

17% growth*
2012-2022

COURT CLERK

Perform administrative duties to assist officers, judges, and lawyers, and act as the court's chief information officer as well as the chief financial officer



EDUCATION

AA/AS Certificate, B.A. Criminology/B.S. Criminal Justice, or Bachelor's Business Management
Bachelor's (recommended)

Second Major or Minor: Criminology, Business, Accounting



Salary

\$36,850-
\$41,100*



Skills & Qualifications

Customer service experience
Bookkeeping, budgeting, business management skills
Solid understanding of legal processes
Ability to analyze and interpret financial data
Expertise in human resources, project management, information systems
Negotiation and diplomacy skills



Job Outlook

10.6% growth*
2012-2022

LAWYER

Represent clients or government for either the civil or criminal process, initiate lawsuits, defend private citizens, serve in advisory positions



EDUCATION

Bachelor's Degree, B.A. Criminology recommended if specializing in criminal law + J.D. Degree

Second Major or Minor: Political Science, Pre-Law Track, Foreign Language



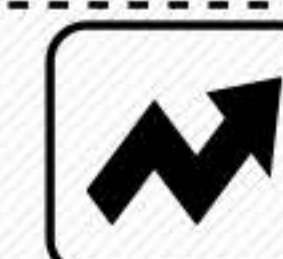
Salary

\$187,200*



Skills & Qualifications

Successfully pass LSAT for Law School admission
Successfully pass bar exam per state where practicing
Strong written and oral communication skills
Competent public speaking skills
Patience and empathy for diverse clientele
Excellent critical thinking and researching abilities



Job Outlook

10% growth*
2012-2022

Sources:
<http://www.criminaljusticedegreeschools.com/criminal-justice-careers/>

* Indicates national median salary and job outlook statistic according to the Bureau of Labor Statistics. Please note statistics may vary by state.

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