Office of Alumni Career Management

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go.osu.edu/AlumniCareerManagement
Career Management

• Programs/Resources
  ▫ Web resources, webinars, programs, career fair, individual consulting (in-person and remotely).

• A lifelong process
  ▫ Assessment
  ▫ Exploration/Research
  ▫ Personal Branding
  ▫ Networking
  ▫ Job Search
  ▫ Professional Development
Today’s Agenda: Salary Negotiation

• Why negotiate?

• Be prepared! Do your homework.

• Assess the whole package. What is important to you?

• The process of negotiation.

• The do’s and don’ts of negotiation.

• Your questions; our answers.
Why negotiate?

• To achieve market value.

• So that you and the employer feel like it’s a win-win situation.

• Employers expect it and are prepared for it.

• Set the tone. Demonstrate fit and value in the interview.
Do your homework:

• Research your market value at the start of your search.
  ▫ Salary sites
  ▫ Professional association salary surveys
  ▫ People in the field
• Factor in cost of living.
• Network within the company.
• Review the entire offer.
• Decide if you want the job before negotiating.
Salary websites:

• www.salaryexpert.com
• www.salarywizzard.com
• www.rileyguide.com
• www.payscale.com
• www.vault.com
• www.hotjobs.com
What is important to you?

- Career values
  - What are your goals?
  - What do you want?
  - What do you need?
- Look at the whole package
  - Never decide on salary alone.
  - Specifics of the benefits package.
  - Job functions, advancement, location, travel, flexibility.
The process of negotiation

- Getting the offer
  - Acknowledging and clarifying
  - Assess the offer
- Prepare to negotiate
  - Set a range. Utilize your research.
  - Walk away\(< \ldots >\) above your desired salary
  - Do not give your former salary - stick to market value and your range.
  - Decide other negotiation factors like start date, vacation, moving expenses, flexibility.
The process of negotiation (cont.):

- Negotiation Process
  - Go in with the right attitude.
  - Stick to the facts. Provide your counter offer.
  - Provide salary data if asked.
  - Leverage other offers.

- Once base salary is decided, discuss other requirements with a prioritized tiered approach.

- Ask for a day or two to decide. Never decide on the spot.
Possible benefits in an offer:

- Bonus – sign on; relocation expenses
- Phone, computer, health club
- Vacation
- Car allowance (car, gas, mileage); Expense account
- Pension plan
- Life, Accidental Insurance
- 401k; profit sharing
- Cafeteria insurance plan (be aware of deductibles)
- Dental, vision
- Education assistance
- Employee Assistance Program (EAP)
- Sick days, comp days, personal days, disability
Do’s and don’ts:

- Don’t discuss salary too early in the process
  - Your negotiation power increases as you demonstrate value.
- Don’t discuss salary in a cover letter.
- Don’t negotiate before you have an offer.
- Do factor in benefits.
- Do consider the “happiness” factor.
- Do prepare well, have a good attitude, and represent yourself and the value you bring!
Questions?

http://go.osu.edu/BuckeyeNetwork

Join our LinkedIn group
The Ohio State University Buckeye Network