How to negotiate your starting salary and asking for a raise.

**Researching Salaries**

A famous study done by Linda Babcock found that 7% of women and 57% of men attempted to negotiate their first salary. Those who negotiated, increased their salary by more than 7%, meaning that the non-negotiator could have to work up to 8 years to retire as wealthy as the negotiator. Salary negotiations are a contributing factor to the gender pay gap because women ask for fewer raises and are less aggressive in negotiations.

**Best Salary Negotiation Tips**

In an ideal world, you’d get offered the salary you want right off the bat, but if you’ve been working or job hunting for a while, you probably know that very few people receive their perfect offer right out of the gate. Most of the time, you have to ask for what you want, make your case, and hope that the company you’re negotiating with has the bandwidth to give you what you’re looking for.

- Don’t feel like you have to share your current salary. Usually this question comes up early in the interview process, and most candidates don’t think of it as part of a salary negotiation even though it is. Answering this question by disclosing numbers can make it very difficult to negotiate effectively later on because it can box the candidate in.
- Wait as long as you can before discussing salary. Defer the salary conversation as long as possible, because the longer you can defer that discussion, the more time you have to impress them in your interviews and convince them that you should be paid at the higher end of the range they have budgeted for the role.
- Think beyond dollars and cents. If your prospective employer isn’t open to changing how much money they’re offering you, don’t forget about benefits negotiation, which can actually be one of the most important parts of figuring out your salary. Consider what might be worth bartering for, whether it’s extra vacation days, better medical or dental benefits, a gym membership reimbursement, or even commissions.
- Let them know you want to accept the job. In the final stages of negotiation, another helpful phrase is something along the lines of, “If you can do x, I’m ready to accept your offer.” This lets them know you want to accept the job, but you need a little something more first.
- Know your worth. Be prepared for your salary negotiation by finding out what others in your position make.
- Never apologize. Saying sorry could signal to the recruiter or hiring manager that you might be willing to back down, and that could be expensive. Don’t apologize for negotiating.
Worksheet to Help with Salary Negotiations

Position/Profession you are applying for

Years of Experience in the field

Your current or previous salary in this field

Research average pay using the Job Title: Job Title: _ and City, State: _

#1 Company Min – Max Range
#2 Company Min – Max Range
#3 Company Min – Max Range

Your goal salary with this new position

*Glassdoor.com is a good site to use

Dodging Salary Questions in a Job Interview

If possible, keep previous salaries private until the competition has been nearly eliminated and they have offered you the job or narrowed it down to a couple candidates. Doing this can be tricky when the direct question is asked but it will benefit you in the end, if you can do it.

Practice saying these two options smoothly and casually

1. Give them what they’re fishing for: “Based on my research on this company, if you offer me the job, I don’t anticipate that salary will be an issue.”

2. Ask them a question with depth that’ll have lead-up questions and a long explanation: “Tell me more about this position....” “What does a successful year at this company look like in terms of what I’d have done for you”

*If properly executed, you’ve avoided the question politely while redirecting the conversation. If you’re lucky, the interviewer won’t ask again; if they do, be sure to use just the same technique as before.

Final Stages

By this time, you are being offered the job or the candidates have been narrowed down to a few so you know they want you. This is where you have room to discuss your wants and needs as an employee and do the negotiating.

- Know what you’re worth. If you have sufficient experience, don’t be afraid to say what you’re worth and don’t be afraid to pick towards the top of your researched ranges,
  - What’s the most you could ask?

- Know the exact number you’re looking for. For example $78,650 instead of $78,000 or $79,000. The employer will assume you’ve done your research and will work to get closer to your number.
  - What is your exact number?

- Be willing to walk away. Have a salary in mind that is too low for the job to be worth it to you. Stick to that number. You may be switching jobs to try moving up, don’t let that vision slip away.
  - For example: Maybe the number too low for you, is your previous salary.
    - What is your number?