Ready for a New Job?
Start Early to Successfully Negotiate Your Best Academic Job Package

Drs. Cheryl Pence Wolf, Andrea Kirk-Jenkins, & Lacretia Dye
Western Kentucky University

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Job Negotiation

- Failing to negotiate an academic job offer can add up to significant lost income or meaningful benefits over a career.

- The balance of power shifts in an applicant's favor once an offer is made. This is the best opportunity to get what you want.

- Utilize this leverage, as regular bonuses and promotion opportunities can be limited.
Preparing to Negotiate your Next Academic Job Offer

**Prepare Early**
- **Know your goals and desires** before you accept the interview.
- **Be prepared early** to discuss your desires
- **Practice early and often** to gain more confidence.

**Conduct your research**
- **Know your needs** — financial, support, etc.
- **Know their needs** - teaching load, research, leadership, etc.
- **Know the program** so your expectations are in line with theirs.
- **Learn about salaries** - general and actual salaries at your prospective institution
- **Explore benefits** - focus on your priorities and decide what benefits you can’t live without. Look at the entire package you will get rather than the few things you won’t get.

Know Who Holds the Power

- It is important to understand the autonomy and power that department heads have in the hiring process. This will tell applicants with whom to negotiate and to what extent.

- **Bozeman and colleagues (2013)** researched how much power department heads held in STEM programs and found:
  - 5.9% of department heads had total power to increase salary offers
  - 18.3% had full autonomy to offer research money
  - 58.2% had the ability to offer travel funds

View handout for expanded details on each of these (cherylpencewolf.com/presentations)
Gender Biases in the Negotiation Process

- Negotiating salary is helpful because women earn 95% of the starting salary of their male counterparts and the gap widens to 88% ten years later (AAUW, 2007 study cited in Crothers et al, 2010).
- Women tend to negotiate less often and less aggressively than men in academia, which may contribute to the gender pay gap (Crothers et al, 2010).
- Female faculty were less likely to negotiate for benefits and promotion than male faculty in school psychology (Crothers et al, 2010).
- When departments take intentional steps to hire underrepresented genders, they can increase their number of underrepresented faculty (Devine et al., 2017).

Other Bias in the Negotiation Process

- Personal presentation can make or break an interview
  One study asked 25 males and 25 females to participate in a mock interview where they rated applicants' attractiveness and then allocated high or low job packages. Results suggested that individuals that were rated as average looking were offered lower status job packages compared to those who were rated as extremely attractive (Senior et al., 2007).

- Discrimination due to SES bias
  Higdon (2013) examined law school hiring practices and found that like many academic programs, they were unable to obtain socioeconomic diversity because most firms wanted to hire from Ivy League Schools. This study argued that programs can often narrowly represent upper class faculty due to their biases in academic background.
Job Negotiation Study of Counselor Educators

Participants
- 93 completed the survey

ACES Regions
- 19% North Atlantic
- 17% North Central
- 52% Southern
- 3% Rocky Mountain
- 9% Western

Participants

Institution Classification
- 53% T; Master’s Colleges and Universities (teaching)
- 27% R2; Doctorate-Granting Research University (high research activity)
- 19% R1; Doctorate-Granting Research University (very high research activity)
- 1% B; Baccalaureate Colleges

Institution Type
- 54% Public
- 40% Private
- 5% Religiously-affiliated
- 1% Other
Participants

Number of faculty
- 18% 1-4
- 51% 5-9
- 17% 10-14
- 4% 15-19
- 10% 20+

Contract Length
- 67% 9 months or less
- 8% 10-11 months
- 26% 12 months

Current Rank
- 70% Assistant Professor
- 9% Associate Professor
- 5% Full Professor
- 1% Clinical Professor
- 3% Instructor
- 11% Other (e.g., core, lecturer, post-doc)

Tenure-track position
- 69% Yes
- 31% No

Gender
- 84% Women
- 16% Men

Racial background
- 73% White
- 9% Latino/a
- 7% African-American
- 6% Bi- or Multi-racial
- 5% Asian
- 1% Other

Job Negotiation Survey Results

- 93% negotiated salary or benefits for ANY academic job
- 87% negotiated salary or benefits for their CURRENT academic job
- 19% negotiated with two or more institutions at the same time (including a current institution when they were trying to renegotiate to keep them)
  - Of these, 71% said it did improve their package; 29% said it did not.

Of those who did negotiate, the earliest a negotiation discussion began:
- 4% Before the initial interview
- 6% During the initial interview
- 8% During the on-campus interview
- 71% After the verbal job offer
- 9% After the written job offer
- 2% Other

Participants primary discussed negotiations with the following:
- 38% Department Chair
- 37% Dean of College
- 7% Provost
- 5% Program Coordinator
- 5% HR Representative
- 7% Others (e.g., VP of Academic Affairs, President, Associate Dean, Director)
Negotiation Preparation

Before the negotiation process, participants did the following:

- **69%** Experienced anxiety or fear about the negotiation
- **23%** Experienced confidence in preparing for negotiation
- **80%** Consulted with a mentor about potential negotiation strategies
- **24%** Practiced negotiation discussions with a mentor, colleague, or friend
- **43%** Researched potential negotiation strategies
- **69%** Researched faculty salaries specific to that department, college, or institution
- **63%** Researched faculty salaries using a general salary survey or website
- **42%** Researched benefits provided by the department or college (e.g., research & conference funding)
- **52%** Researched benefits provided by the university (e.g., insurance, tuition waivers)
- **60%** Researched the cost of living for the area
- **57%** Researched the university needs and expectations regarding teaching, research, and service
- **63%** Identified your minimum and ideal salary
- **30%** Identified your minimum and ideal benefits as well as any deal-breakers
- **46%** Visited the departmental, college, and/or university website to learn about opportunities.
- **12%** Visited the community website or resources to learn about off-campus benefits

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### Most Requested Salary & Benefits

<table>
<thead>
<tr>
<th>Offered by institution</th>
<th>Request for +/- change</th>
<th>Request received in full</th>
<th>Request received in part</th>
<th>Request not received at all</th>
<th>N/A</th>
</tr>
</thead>
<tbody>
<tr>
<td>Salary</td>
<td>71</td>
<td>61</td>
<td>19</td>
<td>32</td>
<td>16</td>
</tr>
<tr>
<td>Moving expenses</td>
<td>52</td>
<td>27</td>
<td>10</td>
<td>11</td>
<td>10</td>
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<tr>
<td>Prof development opportunities and funding</td>
<td>79</td>
<td>23</td>
<td>9</td>
<td>8</td>
<td>9</td>
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<tr>
<td>Computer equipment, printer or peripherals</td>
<td>71</td>
<td>19</td>
<td>15</td>
<td>5</td>
<td>5</td>
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<tr>
<td>Graduate assistant support</td>
<td>33</td>
<td>16</td>
<td>6</td>
<td>10</td>
<td>9</td>
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<tr>
<td>Initial course release(s)</td>
<td>40</td>
<td>16</td>
<td>13</td>
<td>4</td>
<td>7</td>
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<tr>
<td>Conference travel funding</td>
<td>70</td>
<td>15</td>
<td>4</td>
<td>11</td>
<td>9</td>
</tr>
<tr>
<td>Computer software</td>
<td>64</td>
<td>14</td>
<td>15</td>
<td>8</td>
<td>2</td>
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<tr>
<td>Specific long-term teaching load</td>
<td>56</td>
<td>13</td>
<td>5</td>
<td>4</td>
<td>7</td>
</tr>
<tr>
<td>Promotion and tenure opportunities</td>
<td>66</td>
<td>12</td>
<td>5</td>
<td>8</td>
<td>5</td>
</tr>
<tr>
<td>Research time, support, and funding</td>
<td>42</td>
<td>12</td>
<td>3</td>
<td>7</td>
<td>9</td>
</tr>
<tr>
<td>House hunting expenses</td>
<td>12</td>
<td>11</td>
<td>5</td>
<td>1</td>
<td>4</td>
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<tr>
<td>Time towards tenure</td>
<td>27</td>
<td>11</td>
<td>7</td>
<td>5</td>
<td>9</td>
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<tr>
<td>Job duties or assignments</td>
<td>33</td>
<td>8</td>
<td>2</td>
<td>5</td>
<td>4</td>
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<tr>
<td>Office location, view, or furnishings</td>
<td>38</td>
<td>8</td>
<td>6</td>
<td>4</td>
<td>3</td>
</tr>
<tr>
<td>Summer/winter teaching</td>
<td>69</td>
<td>7</td>
<td>9</td>
<td>1</td>
<td>1</td>
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<tr>
<td>Formal mentorship in department, college, or univ.</td>
<td>44</td>
<td>4</td>
<td>2</td>
<td>3</td>
<td>5</td>
</tr>
</tbody>
</table>

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Other benefits to consider

<table>
<thead>
<tr>
<th>Benefit</th>
<th>Offered by institution</th>
<th>Request for +/- change</th>
<th>Request received in full</th>
<th>Request received in part</th>
<th>Request not received at all</th>
<th>N/A</th>
</tr>
</thead>
<tbody>
<tr>
<td>Delayed start date</td>
<td>11</td>
<td>3</td>
<td>2</td>
<td>1</td>
<td>4</td>
<td>55</td>
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<tr>
<td>Spousal hire or spousal job hunting support</td>
<td>7</td>
<td>3</td>
<td>0</td>
<td>3</td>
<td>6</td>
<td>59</td>
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<tr>
<td>Child care support</td>
<td>1</td>
<td>2</td>
<td>0</td>
<td>1</td>
<td>2</td>
<td>67</td>
</tr>
<tr>
<td>Parking privileges near office</td>
<td>30</td>
<td>1</td>
<td>1</td>
<td>0</td>
<td>1</td>
<td>43</td>
</tr>
<tr>
<td>Personal dental insurance</td>
<td>84</td>
<td>1</td>
<td>2</td>
<td>0</td>
<td>1</td>
<td>7</td>
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<tr>
<td>Personal life insurance</td>
<td>81</td>
<td>1</td>
<td>2</td>
<td>0</td>
<td>1</td>
<td>8</td>
</tr>
<tr>
<td>Personal vision insurance</td>
<td>82</td>
<td>1</td>
<td>2</td>
<td>0</td>
<td>1</td>
<td>8</td>
</tr>
<tr>
<td>Retirement benefits with employer contributions</td>
<td>83</td>
<td>1</td>
<td>2</td>
<td>0</td>
<td>4</td>
<td>6</td>
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<tr>
<td>Tuition waivers for spouse or children</td>
<td>49</td>
<td>1</td>
<td>2</td>
<td>0</td>
<td>2</td>
<td>32</td>
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<tr>
<td>Personal Medical insurance</td>
<td>89</td>
<td>0</td>
<td>2</td>
<td>0</td>
<td>0</td>
<td>4</td>
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<tr>
<td>Spousal medical, dental, vision, and life insurance</td>
<td>64</td>
<td>0</td>
<td>2</td>
<td>0</td>
<td>0</td>
<td>25</td>
</tr>
<tr>
<td>Teaching abroad funding support</td>
<td>10</td>
<td>0</td>
<td>0</td>
<td>1</td>
<td>2</td>
<td>57</td>
</tr>
<tr>
<td>Tuition waiver for you</td>
<td>54</td>
<td>0</td>
<td>3</td>
<td>0</td>
<td>0</td>
<td>28</td>
</tr>
<tr>
<td>Wellness benefits (gym access, trainers, massage)</td>
<td>37</td>
<td>0</td>
<td>1</td>
<td>1</td>
<td>3</td>
<td>35</td>
</tr>
</tbody>
</table>

Did participants experience regrets?

- 17% Yes, should have made a request but did not.
- 36% Yes, I should have requested more than I did
- 0% Yes, I should NOT have made a request.
- 41% No, I am satisfied with my list of requests.
- 6% No, I did not make a request but I am fine with that.
**Participants Experiences & Satisfaction**

**Overall experiences of the job offer and/or negotiation process:**
- 28% Very positive
- 38% Somewhat positive
- 25% Some positive, some negative aspects
- 5% Somewhat negative
- 3% Very negative

**Satisfaction with the salary and benefits package received for current job:**
- 26% Very satisfied
- 55% Somewhat satisfied
- 11% Neutral
- 5% Somewhat unsatisfied
- 3% Very unsatisfied

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Charted using frequencies

ρ₁ = .48, p < .01

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Tips for Successful Negotiation

Advocating effectively for yourself during a negotiation can put you in a place of empowerment and mutual respect if done positively and professionally. Done incorrectly, it can lead to a rescinded offer.

- Stay positive and professional to demonstrate your professionalism and collegiality.
- Be adaptable; ask for what you want but be willing to accept what they can deliver. Salary was listed as the #1 most important thing participants considered when accepting a position in this study. However, there are a variety of other benefits that can make a job meaningful and worthwhile.
- Have a credible rationale for why you feel you deserve a higher salary or additional benefits that is related to your professional experience or competitive value.
- Take your time to decide
- Consult with a mentor or trusted advisor before you contact your prospective employer to ensure your request is reasonable and professional.
- Get the offer in writing before you begin negotiations. If you agreed upon a set of requests verbally, follow up with a written summary.

Final Thoughts

Don’t overlook important tangible and intangible benefits during your negotiations. They can provide beneficial resources and opportunities that create or enhance meaningful experiences!
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Resources and Helpful Articles


