NEGOTIATING SALARY FOR AN INTERNSHIP OR ENTRY-LEVEL POSITION IS RARELY RECOMMENDED.

As a student, you can negotiate the hours you work. Employers should have an understanding that they may need to work around your current class schedule.

Similarly, entry-level workers who lack formal paid experience or non-internship work experience do not have much to support their argument for a higher salary. You may be able to negotiate other things like benefits, titles and perks. Without prior experience, you will lack bargaining power, but there are some exceptions.*

DO YOUR HOMEWORK!

Before beginning your job search, do some research on salary ranges in your field, based on location and years of experience. Be aware that job titles may vary widely between careers, fields and even within the same industry at different companies. Discussing salary is taboo in American society, so be cautious who you choose to discuss salary with and do not ask someone outright. A tactful way to ask a professional might be: “What is a typical salary range for someone with x years of experience in this field?”

WHY NEGOTIATE?

When you negotiate, you have nothing to lose, so it is a small risk to take. It is a great way to advocate for yourself and, if you don’t negotiate, your lifetime earnings will be significantly less than someone who negotiated at every point along the way.

At times, you may need to provide a legitimate explanation for the negotiation. Think about how you will “add value” to the organization. If you are sure that similar professionals make significantly more, you may share that or that you are bringing a special skill set.
HOW TO NEGOTIATE

Establish a baseline based on research and experience/current salary. Then, find a balance between the two.

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<th>Salary.com</th>
<th>Glassdoor/salaries</th>
<th>Indeed.com/salaries</th>
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<td>+ Experience/Current Salary</td>
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WHEN TO NEGOTIATE

Timing is everything! Only negotiate once an offer is made. Discussions about salary are rare before an offer, but at times an employer will share salary information during an interview or phone screening. Other times, an employer may ask for your salary range during the application process. Do not avoid this, because it will appear as though you do not follow direction. When requested, provide a 10k range, with an honest lower value (one that you would still be comfortable accepting) at the end of your cover letter.

When an offer is made, it is usually verbal and often over the phone. Communicate tactfully! If the salary is significantly lower than what you were expecting, politely ask: “is that negotiable?” In some cases it is not and in others they may need to get back to you. They may ask you for a number or range, so be prepared! Once you have an offer, the employer should give you 24 hours to consider the offer. Ask if they do not. There is no reason to feel pressure on the spot. Use this time to consider whether the position is right for you and if the salary and benefits will meet your needs. This is a good time to calculate your bills and deduct around 30% that will go towards taxes!

*Exceptions*- You may be able to negotiate as an entry-level candidate, you are offering extraordinary skills:

- Held a prestigious, highly-sought after position, especially at a well respected or globally recognized
- Performed ground-breaking research.
- Earned a notable award in your field (Pulitzer, Nobel Prize, etc.)
- Have additional certifications that are not required, but will prove very useful to the role.
- You have an unusual combination of skills, for example a liberal arts student that may know how to code.