



NEGOTIATING SALARY WORKSHOP NOTES FOR CAREER CENTER TEAM

(Checklist to bring this workshop to your school)

1. Consider options for presentation of your Negotiating Salary Workshop
 - Within Professional Development curriculum
 - Within an academic class (e.g. Negotiations course)
 - CDO Workshop (stand-alone)
 - Webinar (pre-recorded)
2. Prepare the presentation (Powerpoint, Prezi, or other software) to include your local market resources for benchmarking.
3. Plan for Action After Training
 - a. Invite/require students to Career Development Office for benchmark review
 - b. Assign a negotiation simulation role-play with another student or staff member
4. Prepare for post-presentation meeting by acquiring specific benchmark data for your student interests/markets (including Jobs & JDs, NALP industry reports, your school's ABA/NALP ERSS reports, neighbor law school public information, etc.
5. Prepare yourself for negotiation conversations and encouragement by reading books, articles, blogs on the subject. Meet with a faculty member who teaches negotiation at your school and ask for a syllabus or resources used in the classroom that will be familiar to the students.

Resources for Simulation Development

<http://law.missouri.edu/drle/files/2015/06/Batra-Multi-Stage-Hiring-Negotiation.pdf> (Simulation development guide)

<https://law.lclark.edu/live/files/15188-negotiating-your-salary> (NALP article)

<https://www.pon.harvard.edu/category/daily/salary-negotiations/> (several relevant articles)

<https://www.forbes.com/sites/tanyatarr/2017/12/29/how-this-type-of-bias-can-cost-you-in-a-salary-negotiation/#5f64bc630f3f> (simulation analysis)

<http://www.emeraldinsight.com/doi/pdfplus/10.1108/eb022884> (BATNA)

<https://law.yale.edu/student-life/career-development/alumni/toolkit-alumni-job-seekers/salary-negotiation> (general advice)

https://law.wustl.edu/career_services/pages.aspx?id=483 (factors beyond salary)

<http://www.businessinsider.com/phrases-not-to-say-during-a-salary-negotiation-2016-10?r=UK&IR=T> (strategies)

<https://abaforlawstudents.com/2013/05/01/salary-negotiations-101/> (general)

https://www.nalp.org/uploads/documents/UnderstandingHowSmallFirmsHire_FINAL.pdf (small firms)