You have received your job offer, congratulations! Now you need to consider the offer and your compensation package. Depending on the position and the type of organization, compensation and benefits considerations may include:

- Salary (sign-on bonuses, base salary, incentive compensation such as bonuses or stock options, timing and process for annual review)
- Contract? (consider severance agreement and non-compete clause)
- Benefits
  - Pension
  - 403B/401 K (matching?)
  - Life Insurance
  - Health/Dental insurance (co-pay?)
  - Disability Insurance
  - Relocation Package (moving expenses, transition expenses, relocation expenses)
  - Car/Car Allowance
  - Tuition/Continuing Education Support
  - Credit Union

If you have multiple offers, you will need to determine the value of each position to you, by weighing the following dimensions of the job:

- Employer
- Job Responsibilities
- Title
- Reporting Relationship
- Team Role
- Office (Location, Support Staff, Computer, etc)
- Travel Expectations
- Job Advancement or Career Ladder
- Performance Appraisal (Measures, Frequency)
- Compensation

**Twelve Golden Rules of Salary Negotiation**

Rule #1: Employer Has Much More Information Than You Do  
Rule #2: Employer is Concerned with Equity, You are Not  
Rule #3: You Can Level the Playing Field by Being Prepared. Do Homework/Research  
Rule #4: You Need to Know Yourself and Your Bottom Line, Consider Intangibles  
Rule #5: Employer Always Brings Up Salary First, You Do, Deflect if Asked  
Rule #6: Never Enter Salary Negotiations Unless You Want Job  
Rule #7: Be Honest About Salary History and Other Offers But Not More Revealing than Necessary  
Rule #8: Consider the Entire Offer, Don’t Just Focus on Salary  
Rule #9: Never Accept or Negotiate on the Spot, Commit to a Response Time  
Rule #10: Get The Offer in Writing; Then Accept Verbally and In Writing  
Rule #11: If you Turn the Job Down, The Employer’s Final Impression is Based on How You Handle It  
Rule #12: When It’s Done, It’s Done

**Other Tips**

- Listen! Ask Good Questions  
- Reiterate how much you are impressed with the employer - show that you want the job  
- If you understand and like the entire offer, don’t negotiate  
- If you want to negotiate – first ask “Is This Offer Negotiable?”  
- If you negotiate, mention your skills and value to the Company, NOT your debt or other offers  
- Consider options (for example, a signing bonus in lieu of higher salary or an accelerated performance review)  
- Only negotiate on the most unacceptable part of offer