Negotiation 101: Example Scripts

- Determining the right person to negotiate with
  - Who would be the best person to discuss the offer including the salary and benefits?
  - Great, is now a good time to talk or should we schedule a time?

- Reiterating your interest in the position
  - Thank you so much for the offer, after my working interview I was impressed with your dedication to building client relationships and practicing high quality medicine. I am very excited to be able to join such an experienced team.
  - Thank you so much for considering me for the position! As I expressed in my last interview, I am very interested in the position. I’d like some time to evaluate the offer before I can give you my decision. I also have a few questions about the offer, would you be the person to talk to?

- Asking questions
  - Could you tell me a little more about your health insurance programs?
  - I’m curious as to how you award the signing bonus to new employees.
  - How flexible are you with (insert benefit/salary here)?
  - What all does the continuing education benefit cover?
  - How does time off work for holidays and vacation?
  - I am very excited to continue to bring my fear free veterinary experience and practices to your hospital as I help build a better relationship with clients and patients. Are the continued education benefits negotiable?

- Bringing up what you would like to negotiate
  - However, according to my research, the starting graduate salary range for this region as an Associate Veterinarian is [$$$.]
  - That sounds like a good starting place…
  - The ___ sounds great, but I’m a bit disappointed with…
  - In order to support my services through continued education surrounding fear free practices, would you consider increasing the continued education stipend by….

- Gauging the Employer with Open Ended Questions
  - Would you be able to match that figure?
  - Can you give me an idea of what salary range your company has allocated for this position?
  - What other aspects of the offer are you willing to negotiate?

- Asking for more time to consider the offer
  - Do you mind if I take [Insert definitive time period here] to review the offer and our discussion before getting a decision back to you.
  - I would love to take this home and discuss it with my family/spouse, could I get back to you by the end of next week?
  - I know we have discussed a lot today, I would like to take it home and review it some more. I can plan to have a decision by Friday, does that work for you?

- Thanking them for their time and reiterating interest
  - I really appreciate your time and willingness to go over the offer with me. I think that Generic Hospital may be a great fit for me.

- Responding to desired salary
  - I'm would need more information about the total benefits package, the job requirements, and the work atmosphere before I feel comfortable stating a number.
  - Can you give me an idea of what salary range your company has allocated for this position?

- Improving an offer
  - That sounds like a good starting place…
○ The ___ sounds great, but I’m a bit disappointed/concerned with…

Sources -
http://money.usnews.com/money/blogs/my-money/2011/07/19/5-phrases-that-will-get-you-a-higher-salary

Helpful Links
Salary Resources
• https://www.jobsearchintelligence.com/etc/jobseekers/salary-calculator.php
• https://www.avma.org/KB/Resources/Statistics/Pages/Market-research-statistics-First-year-employment.aspx
• http://www.bls.gov/oes/current/oes291131.htm
• https://www.avma.org/ProfessionalDevelopment/Pages/default.aspx
• https://www.linkedin.com/salary?trk=jobshome_linkedin_salary

Cost of Living
• http://money.cnn.com/calculator/pf/cost-of-living/

Budget
• http://www.cashcourse.org/
• https://www.mint.com/
Negotiation 101 Scenarios for Students

Negotiation 101: Scenario # 1

**Applicant** – Just received a verbal offer at the conclusion of the working interview for a mixed animal clinic from the Practice Owner (also a DVM) of a 3 doctor practice in NoStopLights, Montana. The position has been open for over a year (they found this out by asking during the interview process – gasp!) and has a high signing bonus but the salary is slightly lower than average for the area. The contract specifies the salary is strictly base and the contract’s length is two years. The benefits package includes minimal vacation days (the position requires on-call emergency hours), average money for continuing education credits, minimal health insurance, and a non-compete agreement for a 50 mile radius for 3 years following the end of the employee’s employment.

Negotiation 101: Scenario # 2

**Applicant** – Recent graduate received offer over the phone after intense interviewing process with hospital that has 5 locations, all within 50 miles of each other in Rainsville, FL. The applicant was attracted to the position because of their focus on aquatics – an area in which they have had extensive training and earned a certificate in addition to their DVM degree. Salary is slightly lower than average due to saturated market for DVMs in the town (there is a Vet School in the same town pumping out 100+ highly capable DVMs every May). Average prosal option available after 12 months of employment in addition to base salary. Benefits include health insurance, 2 weeks paid vacation, above average stipend to attend annual conference and above average stipend for continuing education. The offer stipulates that the employee must work 60+ hours per week and is expected to work at various locations at the discretion of the manager.

Negotiation 101: Scenario #3

**Applicant** – Recent graduate interested in living large city with offer from a corporate small animal practice in Miami, FL. Received email with a formal offer and contract from Medical Director with the HR Recruiter copied on the email as well. Salary is slightly higher than US average with opportunity for prosal compensation 6 months into contract. Practice is extremely fast paced and offers client focused hours (early mornings, nights, and weekends). The practice has 4 other DVMs each with less than 5 years of experience. Benefits include 401k with matching employer contribution, health, dental, & vision insurance, no paid time off (may take without pay), and stock options with the organization.

Negotiation 101: Scenario #4

**Applicant** – Recent graduate received job offer at the conclusion of a working interview with a mobile, large animal clinic that was recently founded by an alumni DVM with 20 years of experience in the field. Owning DVM is the only other employee currently. Applicant has had extensive training on large animals including owning horses and completing the Farm Animal Certificate program at UF. Offer has average salary, ten paid days off, no health insurance, no continuing education, and no other benefits. After the working interview there seems to be a great ‘fit’ between the applicant and employer and the opportunity to learn and grow as a DVM.