

How Do You Position Your Case to Your Employer?

By Coach DQ

You've been with your current employer for the past 2 years, working really hard, especially, the last 6 months and now you're ready to ask for a raise or promotion. How do you position your case to your employer?

I remember one of my clients saying, "The person with the most information usually wins." If you plan ahead a few well thought-out case studies and present a convincing case, you can help the other side see you deserve what you want. The first step is to put together a comprehensive list of the projects and successes you've had in the last 6 months or since your last annual review. Do your best to quantify in some form of measurement your results. How much time or money have you saved? How much revenue have you generated? How have you save a client account or a project from missing a deadline? Write it out on paper.

The best reason for your boss to give you a raise if you're a great employee is to keep you happy, productive and loyal to the company. That's in the best interests of everyone.

When you're talking to your boss, it's critical to keep the tone friendly. Not a "you owe me" undertone, not an accusation or a battle. It should be two colleagues working together to solve a problem -- how to get you a raise. You're all about finding the win/win! Keeping that in mind may help you maintain an even keel emotionally.

The best time to start the process is when you are first starting your role and before each annual review. That being said, it's never too late to start planning a long-term career strategy. Start by asking better questions! Approach your boss and ask "What would it take for me to get a raise?" When you use this approach, don't hesitate to clearly ask for what you want. If you don't ask, you surely won't get it! Simply say, "What do I need to accomplish in order to earn a promotion to an Executive Level Position" or whatever the next level for you would be? Be specific. You might not get it immediately, but at least you'll know what's required.

When preparing clients for negotiating a salary on a new position, I always suggest staying away from the money conversation early on in the interview process. If you did your research, you should have a pretty good idea of the salary range of the position you are interviewing for beforehand. Use www.salary.com or www.salaryexpert.com and with all the resources available on the web you will be able to find a range. The rule about compensation discussions during an interview is: "Don't be the first to bring it up," because you don't want to mention a number that is too high or too low. "Ask what's the salary range for this role?" Or when the employer asks you about salary, you say...."you're looking for the high end of the market range for this position." Let them give a number or range first. Now, depending on the person and what they are bringing to the role, I might coach the client to be a little more aggressive, especially if we are preparing for your annual review. Call Coach DQ if you're ready to get the raise and/or promotion you deserve!