



1 CHOOSE YOUR NEGOTIATION STRATEGY

You have the choice between 2 alternatives.

- **The first alternative** is to approach other companies and start negotiating with them prior to approaching your previous or current employer.
 - *Plus* : your negotiation power will be stronger.
 - *Minus*: you may face ethical issues (some people find this strategy unfair).
 - *Minus*: your previous or current employer may discover it. Therefore, you may want to let your current employer be aware of it, before proceeding further.
- **The second alternative** is not to approach other companies, but go straight to the negotiation table with your previous or current employer.
 - *Plus* : your potential ethical issues will be solved. Some people find it fair to do it this way (since they have a feeling of not betraying their previous or current employer).
 - *Minus*: your negotiation power maybe weaker).

2 ORGANIZE A MEETING

2.1 Do your homework first

- **Future contributions.**

On a piece of paper, list all the new potential contributions you can offer to your previous or current employer (thanks to what you have learnt during your MBA).

Quantify and value (€, \$, £, CHF...) these contributions in terms of:

- increase of gains;
- decrease of costs;
- avoidance of errors.

- **Dream jobs.**

Anticipate the 2 or 3 dream jobs you'd like to be offered "if and when" you return to your previous or current employer.

- **Salary/Compensation/Perks.**

Eventually, figure out the ideal salary and/or raise you want to get when you return.

Make sure to write down the amount under which you will not accept to go back and work for your previous or current employer.

Imagine perks or fringe benefits you could negotiate in case your employer can not afford to pay you the type of salary and/or raise you anticipate (for strategic reasons/balance/fairness).

2.2 Choose the right format

Meeting ought to take place face to face and not on the phone. This session is critical and you want all chance on your side.

Make sure it is a very formal meeting so that "charm and seduction" do not interfere too much and hamper your strategy.



2.3 Select the right person in your organization

Negotiate ideally, with a person who, definitely, has vision.

Do it:

- either with your last or current **boss** (provided he/she does not want to keep you in the same job, with the same responsibilities and at the same salary level as before your MBA);
- or with **HR** (Human Resources) to scout opportunities within the organization;
- or with the **Number One** (CEO/President) if you work in a medium size company;
- or with a **“Mentor”** i.e. somebody you trust with non line of authority over you and who could suggest you courses of actions (but not interfere in you negotiation process).

3 BE FIRM AND CALM WHEN YOU NEGOTIATE

When you meet with your counterpart; follow 5 steps.

1. Stress the fact that you **appreciate his/her time**.
2. Define the **length** of the meeting.
3. State the **purpose** of the meeting: *“I will graduate from ... soon and get my MBA...this was a lot of pain, efforts, persistence, sacrifices... and I wish to know what sort of responsibilities I will could be offered when I return...”*.
4. Once you have agreed upon new responsibilities, make sure to figure out the **potential impact** of your future work in terms of :
 - increase of gains;
 - decrease of costs;
 - avoidance of errors.
5. Then start negotiating your new **salary** and/or **raise**.