Undecided about job offers?

Any job offer is a victory. Some people may feel like they are compromising though. How do you assess the wisdom of the decision you need to make?

What to consider when contemplating an offer?

Considering an employer/position that was not #1 on your list....

- Weigh the consequences. Will this at least be a stepping stone to get where you really want to go?

- Will this meet your basic needs?

- Related to your career interests?

- Can you develop relevant skills?

When Undecided about a Job Offer...

1. Define the pluses and minuses (pros and cons).
   - Why are you so unenthusiastic about this offer?

2. Identify the Opportunity Costs of accepting or declining the offer.
   a) If you say Yes, then you are not available to take a different, potentially better offer.
   b) If you say No, you have to keep job searching, interviewing, and hoping someone else will want you. How does this affect you, your family, your finances?

3. Mentally change your attitude and perspective about this job.

   What would it take to get you more positive and excited about this job offer?

   - Are any of these things negotiable or changeable?
   - Ask: “I’m wondering if it would be possible if you could..., if I could...?”

Adapted from Amy Lindren’s St. Paul Pioneer Press newspaper column, Working Strategies. *Negotiating to make the so-so job offer better, 10-29-2015*
Accepting & Rejecting Job Offers

We have heard of cases of students who accept the first offer they get, but then continue to pursue other opportunities and continue to interview. This is not advised because this practice may lead you to another offer by a second organization, resulting in a decision to renegade on the first employer. Dictionary definition of 'renegade': to go back on one’s word.

This behavior not only damages the student’s personal reputation (it really is a small world out there and you don’t know who knows who), but it reflects poorly on the University of St. Thomas and the academic department which the student represents.

One employer characterized the practice of continuing to apply for more positions after an individual has accepted an offer, like this: “It’s like taking your wedding vows, wearing the ring, and then continuing to date others.” How would you like someone to do that to you?

SAMPLE COMMUNICATIONS – How to say it

Salary Requirements Question:

☐ I imagine that you have already established a salary range for this position. What is this range?
☐ It would be easier for me to discuss my salary needs if I understood more about the job and how my qualifications fit in. Could we discuss the position in more detail?
☐ Based on my understanding of the market value for similar positions, I would expect compensation in a range between $ ___________ and $ ___________.

Negotiating for more Response Time:

I really appreciate being offered this position because it is very attractive to me and I think I could be a great contributor to your company. However, I am still finalizing another interview process and would need more time before I can respond to you. I really want to make the best decision for all concerned. Could I get back to you in ___ days?

Declining an Offer:

Thank you for offering me the ____________ position. The interview process was very informative for me and I appreciated the time everyone took to speak with me. However, I have made the decision to go with a different employer at this time. As we know, jobs are very fluid, therefore, I would like to keep in touch with you. Again, I thank you for this generous offer and your consideration.

OR

After careful consideration, I have decided to respectfully decline your offer in favor of an offer that is more in keeping with my current career goals and objectives. This was a difficult decision for me, as I came away from your interview very impressed with the organizational accomplishments and work culture. I hope that we may keep in touch, and I look forward to the possibility of our paths crossing again in the future. [Source: Katlved & Nagle, Love at First Interview (lafibook.com) 2018]