

How to negotiate (contract, benefits, work and family balance)

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General Negotiating Advice

(for Tenure Track Assistant Professor)

- Be Prepared – do your homework ahead of time
- Be prepared to say No as much as you say Yes
- Be Responsive
- You are your best advocate
- Utilize your network
- Ask questions



What are you negotiating about?

Salary

&

Startup





Be Prepared

What do Assistant Professors typically earn
Cost of Living
How much money do you need?

What are your expectations?

Soft money vs. Hard money position
9 month vs. 12 month
Summer salary

For soft money positions

How much is expected to be covered by grants?
Timeline for grant recovery of salary?
Is position tied to grant getting?

Raises

Automatic cost of living?
Steps?
Only upon request?





Startup

1. What do you need to be successful?
2. Prioritize what you need
3. Consider the institution you are negotiating with
4. Create a detailed 'wish list'
 - Itemize
 - Be specific
 - Be realistic
5. Large items are often considered separately

Questions to Consider/Ask:

Are there restrictions on startup funds
personnel vs OTPS vs Capital?

Do funds need to be expended by a specific deadline?

Are space renovations need if so, who pays?

Are there shared/departmental resources?



What should startup cover?

Enough to cover at least two years of laboratory expenses

Salaries (graduate students, post-doctoral fellow, technician, your salary)

Consumables

Animal Fees

Core Fees

Essential Equipment



Other Items to Ask/Think About

1. Relocation/Moving Costs
2. Health Benefits



Medical
Dental
Vision



Types/Coverage

Individual vs. family plans

3. Life Insurance
4. Disability Insurance
5. Retirement Plan(s)



Things to Consider

How far apart?

Office space

For you

For lab members (graduate students, post-docs)

Lab space

Amount (600-1000 sqft)

Configuration (open lab plan, specific rooms)

Resources (hood, gas, water)

Access to Students

Level (BA/BA, MA/MS, PhD, DO, MD....)

Ease of student recruitment

Workload Expectations

Teaching

Service





Still More Things to Consider

- Indirect Recovery on grants
- Housing Assistance
 - Provide (for a fee)
 - Mortgage Assistance
- Parental Leave policies
- Childcare
- Tuition Assistance
- Who will be your colleagues (collaborators?)
- Bring partner/family for a visit

Career Advancement

Tenure Expectations

Timeline

Standards

Are tenure and promotion linked or independent of each other?

Track Record

See how other recently hired faculty advanced

Are there specific resources for junior faculty

Sabbaticals/Leaves

Eligibility/Frequency

Professional Development Opportunities

Mentoring

Grant writing support





Work Life Balance

What makes you happy?

Create limits?

Take time for yourself/family

Are there opportunities for your partner (if applicable)?

The Final Decision

1. Stalling

Waiting on other offers

2. Accepting

Offer **MUST** be in writing

Must specify start date

(which is negotiable)

3. Rejecting

Be respectful

Be prepared to explain why



GOOD
LUCK!