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THE OFFER





WEIGHING THE OFFER

Congratulations! You have made it through the interview process and gotten a job offer. Now what?

See the big picture

Money isn't everything when considering an offer. Sometimes a great work culture, short commute, or other compensation package perks such as benefits can have an even greater value than money alone. It's important to consider all aspects of an offer holistically.

Preparing for negotiation

Understanding what you need makes it easier to negotiate with confidence and shows employers you aren't throwing out arbitrary numbers.

Arm yourself with resources like the dental industry salary report so you know where you stand among your peers and can negotiate the best possible rate. A little knowledge will give you confidence discussing your dental salary.

Knowing how employers approach compensation will help you better navigate asking for what you want and landing a job that lasts.



JOB COMPARISON CHART

Use this chart to help you compare your current job with potential employers. Rate each area for each job with a 1-5, 5 being the best. Add them up to see how they compare. If you have a tie, recalculate using only your top 3 job criteria areas. The following page provides more insight into each category.

	Current Job (If applicable)	Potential Job 1	Potential Job 2
Money / Wages			
Office Culture / Leadership			
Role Support			
Production Expectations			
Career Potential			
Hours / Flexibility			
Paid Vacation			
Health Insurance or Benefits Provided			
Misc. (Commuting time, parking cost, daycare required?)			
Total Score			



JOB COMPARISON CHART

Money / Wages:

What is the salary, commission, or bonus structure? How often are raises administered?

Office Culture and Leadership:

Does the size of the organization matter? What about the leadership style? Do they have a mission, vision and overall integrity?

Role / Support: Do you have support in your role? If you are Front Office manager, will you be supported by a RDH in setting appointments? If you are a RDH or Dentist, do you have a Dental Assistant supporting you?

Production Expectations: What are the expectations for your production? How many patients a day? How much time do you have with each patient? In between patients? What PPE is provided by the practice?

Career Potential: Does the practice offer CE reimbursement? Opportunity to advance?

Hours and flexibility: Will you be required to be on call or work overtime? Can you set and determine your own work schedule? Are you paid to participate in mandatory meetings?

Paid Vacation: How much is paid vs. unpaid? Are you responsible for finding your replacement while you are out?

Health Insurance / Benefits Provided:

Are you eligible for full medical coverage? What portion does the practice pay? Is it a quality insurance program? Do you have the option of life/disability insurance? Retirement plans?

Misc / Other: Don't forget to think about your quality of life in terms of commute, how that affects any needs such as daycare, transportation costs, etc.



Negotiating your dental salary

Negotiating with a Small Dental Practice

Most dental practices want to offer reasonable pay to attract top talent. At the same time, they are committed to fixed operational costs. Understanding an employer's concerns can give you an opening in your negotiations.

Remember, the dental office is a business. You are a great clinician and take excellent care of the patients, but how do you bring value to keep the books full? When you have down time, do you try to fill your schedule? Are you committed as a team player and jumping in when team members need support? These are the points you want to sell to support your salary request.

Practice Negotiation

Practice your negotiation skills with family and friends before your interview. Go into your interview with your research done and your negotiation skills polished.

Remember that dental salary negotiation is not about win-lose. It is a two-way process where you and the employer are each trying to get what you need at the best price. When that occurs, it is a win-win for both parties.

Negotiate Face-to-Face

In-person or by video conference, negotiating face-to-face offers some key advantages compared with a phone negotiation:

1. It's easier to bond and make a connection in-person than by phone.
2. Non-verbal cues from facial expressions and body language can convey details as valuable as the discussion itself.

When possible, wait until you have a firm job offer and then arrange for an in-person interview or virtual interview to discuss salary.

Accepting the Job

Congratulations on landing a job offer! Now finish strong and do the following:

- Make sure to receive the offer in writing and sign all the paperwork on or before your first day.
- If you haven't received an official job description outlining your roles and responsibilities, be sure to ask your hiring manager for one. Having this document will provide accountability for both you and the practice, so that the relationship stays fair and balanced. If you aren't provided with one, write one up yourself to assure that you are on the same page about what is expected of you. Keep in mind that sometimes in our roles, special circumstances require us being willing to go a bit above and beyond our usual duties, in which case we should be team players and pitch in when we can. The key is balancing this and assuring the relationship always feels like a win-win.
- Confirm your start date and all expectations for day one on the job.
- Confirm PPE being provided. If it's not provided, get what you need to do your best work in advance of your first day.
- Discuss with your manager how they will introduce you to patients and what you can do to make the transition smooth for the team and patients. Here's where you can start adding value day one!

