Negotiating Your First Job: Everything that they didn’t teach you in Medical School

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Learning Objectives

• Understand crucial aspects of preparation and background research for a potential job interview. Develop a pre-interview strategy.

• Comprehend critical components of the interview including key questions to ask and topics best avoided in the initial interview

• Learn key aspects of post interview follow-up including key contacts

• Develop comfort in understanding the process of negotiating your first job by better understanding the job search/recruitment process
Agenda

• Introduction, goals, and objectives (5 min)
• Overview of the job search process and identification of resources. (10 min)
  – Pre-Interview
  – Interview period
  – Post-Interview
• Small group exercise (30 minutes) {pre, peri, post}
• Discussion and summary (35 min) {pre, peri, post}
• Conclusion (5 min)
• Evaluations (5 min)
Choosing a Medical Specialty (from BMJ)
See also: How a physician becomes board certified

You are here
Scenario

The head of a large national company is ready to negotiate a multi year contract worth 5.6 million dollars.

Do you feel comfortable sitting down negotiating this $5.6 million dollar contract?

In reality, this is you!! (salary of $160,000 over 35 years). Where you start can greatly affect where you will finish.
Background Issues

Figure out what is important to you

– Location (region, urban vs suburban vs rural)
– Salary
– Titles
– Lifestyle
– Academic vs Private Practice
Pre-Interview Issues

- Develop/Refine CV
- Develop marketing plan for yourself
- Time your job search
- Role of recruiters
- Practice interview skills via mock interviews
- Develop interview questions/answers
- Research job, salary, institution etc
- Identify dependable references
Interview Issues

• Know what to ask
• Figure out what roles are planned for you
• Inquire about ability for job to evolve over time
• CME and professional development funds
• Leave policy
• Malpractice and Disability Insurance
Interview Issues

• Fees and Licenses
• Retirement and IRA
• Non-compete clauses
• Professionalism
Post-Interview Issues

- Thank you notes
- Have lawyer review contract
- Interview previous employees
- Follow-up interviews as appropriate
- Timely completion of paperwork
Small Group Sessions

For the next 30 minutes, faculty moderated small groups will discuss the following based upon the 3 areas referenced (pre, peri and post interview):

- Status of individual attendees career (e.g. currently searching, will be searching within the next year)
- Individual successes
- Lessons learned
- Pearls of wisdom (“If I had only known that...”)

- Each participant spend 30 seconds to introduce themselves, where they are in the job search process and reason for attending the workshop
Background Issues

Figure out what is important to you

(****This is the key first step that really will drive everything else****)

– Location (region, urban vs suburban vs rural)
– Salary (need to know what you need to make) versus time (how much personal time)
– Titles
– Lifestyle (personal-professional balance)
– Academic versus Private Practice
Pre-Interview Issues

• Develop/Refine CV
• Develop marketing plan for yourself
• Time your job search
• Role of recruiters
• Practice interview skills via mock interviews
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• Research job, salary, institution etc
• Identify dependable references
Curriculum Vitae ("Business Card")

- Contact Information
- Current Status
- Education
- Honors and Awards
- Service to the Institution (committees, QI etc)
- Civic Activities
- Presentations
- Publications
- **Remember to proofread**
Marketing Plan

• You are your own business
• What makes you different? Unique?
• What makes you fit in with the group?
• What makes you likely to succeed?
• Why should this “boss” hire you?
Timing/Recruiters

• Timing of job search
  – Search should begin 1 year prior
  – Interviews should be 6 months prior
  – Paperwork/Credentialing/Licensure needs completion 1-2 months prior to anticipated start date

• Recruiters
  – Helpful in situations (regional placement)
  – Usually paid for by future employer
  – Is cost of recruiter coming from your future salary?
  – Can create undue pressure during the process
Interview Preparation

• Use mock interviews to refine skills and develop comfort level.
  – Can be coordinated through faculty, residency program or department
  – Set up more than 1 mock

• Develop “standardized” questions/answers
  – Strengths/Weaknesses
  – What are your future plans?
  – etc
Research/References

• Research your potential employer/job
  – Highlights of the company
  – Visions/goal/mission statement
  – Determine previous new hires
  – What job are you applying for?

• References
  – Must be dependable and reachable
  – Timely with paperwork
Interview Issues

• Know what to ask
  – Research the job you are applying for and the company that you are applying to
  – Are you applying for only 1 job? More than 1 job?

• Figure out what roles are planned for you
  – Job description (clinician, Ce, cE, Ci, cl) and specifics if known (# of clinics, # of wards months etc)
  – Call schedule (including weekends, holidays)
  – Administrative time
  – Committee assignments
  – Quality Improvement projects
  – Coverage at other sites, other providers
Interview Issues

• Inquire about ability for job to evolve over time (must be done carefully)
  – Have others filled this role before?
  – What are they doing now?

• CME and professional development funds
  – Time off for CME/meetings? How long?
  – Money for journals or other CME
  – Travel time/budget
  – Additional certifications
  – Acceptance of scientific presentation
Interview Issues

• Leave policy
  – Accrual on time worked or up front leave
  – Sick leave, vacation, maternity/paternity leave
  – CME/professional development leave
  – Timing of leave (wait period prior to leave when starting)

• Malpractice and Disability Insurance
  – Tail coverage for malpractice (how long), group purchase vs. individual purchase, cap, supplemental insurance
  – Percentage of salary covered for disability, who pays? How long?
Interview Issues

• Fees and Licenses
  – What is paid for?
    • State license
    • DEA, state controlled substance
    • Hospital applications
  – Relocation expenses

• Retirement (IRA)
  – Matching retirement contribution, employer policy
  – Vesting period? How long?
Interview Issues

• Non-compete clauses
  – Does the company/group utilize non-competes?
  – Generally non-enforceable

• Professionalism
  – Be honest, No lies
  – Offer answers to questions when asked
  – Communicate your intentions if they change
  – Identify contact person for follow-up
Post-Interview Issues

- Thank you notes
  - Complete timely
  - Add personal comment
  - Handwritten
- Have lawyer review contract (a must)
- Interview previous employees (when possible)
- Follow-up interviews as appropriate
  - Be sure to follow up on anything that you promised
- Timely completion of paperwork
  - Key to starting off on a good foot
I wish I had known that...

• In general, salary is not discussed at first interview unless brought up by interviewer. If discussed, do not give specific dollar amount

• Know your role in the hierarchy - are you being brought in as an equal or junior partner

• Administrators have multi year staffing plans for anticipated future vacancies-if you know where you want to go, let them know early
Tips and Tricks

• “Termination without cause”: if 60 day notice by either side-really then a 60 day contract
• “Termination by employer”: can be done for “cause” (conduct, licensure, drugs etc.) with 60 days notice-really a 60 day contract
General Contract Terminology

• Preamble/Introduction
• Terms and Conditions of Employment
• Compensation
• Terms and Termination of Agreements
• Confidentiality/Trade Secrets
• Non competition
• Remedies for breach of Covenant by Physician
• Arbitration
• Termination of Medical staff privileges
• Contracts
• Use of Premises
• Patient Care
• Miscellaneous
Non-Compete Clause Example

• “So long as the physician is receiving any compensation from the Employer pursuant to this agreement and for a period of 1 year thereafter, the physician shall not, without the prior written consent of the Employer, directly or indirectly, as an employee, agent, principal, proprietor, partner, stockholder, consultant, or corporate officer engage in any business or render any services or render any services to any business that is in direct competition with the business of the employer or any of its affiliates within a 3 mile radius of the Hospital, Clinic or Medical Offices.”
Do not Procrastinate

PROCRASTINATION
I'll find a picture for it later.
Thank you!
Please complete your evaluations
Copies of slides: mlandry@tulane.edu