

# How To Evaluate A Job Offer

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Let's assume your employment interview went well, and there's sincere and mutual interest on both sides. You now need to decide two things: first, whether the new position is right for you; and if so, what sort of offer you'd be willing to accept.

To help in the **decision-making process**, take the following test as a way to compare the two positions.

## Position Comparison Guide

*Directions:* Compare the new job with what you already have.

Old job	New job	Element under consideration
		Position title
		Supervisory responsibility
		Project authority
		Decision-making autonomy
		Freedom to implement ideas
		Ability to affect change
		Promotion potential
		Challenge of tasks
		Ability to meet expectations
		Access to professional development
		Professional growth potential
		Company/industry growth
		Company/industry stability
		Starting salary, benefits, perks
		Future compensation
		Commuting distance
		Travel requirements
		Work environment
		Rapport with co-workers
		Rapport with management
		Comfort with corporate culture
		Other considerations (specify)
		<b>Total score: New job vs. old job</b>

If you are married, have your spouse write down what is **most important to them**, ranked in order (Time with Spouse, Money, Travel Away, Living Location, School Districts, etc), then seriously weigh in on what they are saying.