

WOCAndAllies_EP81

Elaine Lou Cartas: Asking for a raise is like dating. It's like the DTR of a work relationship. And for those of you that don't know what DTR means, it means define the relationship. when you're dating someone, you're like, where are we? Are we just having some fun? Are we serious? Are we going the next level? That's like what a raise is, asking your boss, asking your employer, Hey!

Elaine Lou Cartas: Do you realize the value I am providing? And what are you doing to make sure that this is a long term relationship? That's what asking a raise is. And I somewhat talked about how to ask a raise in episode 79 on how to create psychological safety with the Starbucks VP, Global Chief Inclusion and Diversity Officer, Chayla Gage.

Elaine Lou Cartas: And I figured, you know what, why don't I let my listeners know? The seven steps on how to ask for a raise and yes I am sharing with you exactly how to do it exactly What I teach my own paying clients, so you are gonna want a pen and paper You probably want to replay this again And I just want to make sure I give back and give it to you straight.

Elaine Lou Cartas: So we're going to go through the seven steps. We're going to talk about what happens if you don't get a raise. And the third thing is by getting a raise might actually make you realize you don't want to be in your job or industry anymore. That's actually what happened with me. So the seven steps. Number one, find and print out your original job description.

Elaine Lou Cartas: Number two, create your own brag sheet or memo. You should have this ongoing throughout your job. And I want you to personally update this. This could be a Google doc, this could be a Microsoft Word doc. Of everything that you have accomplished and things you're doing beyond your job description. And it would be nice if you could add some numbers.

Elaine Lou Cartas: So maybe you do Sales, whether directly or indirectly, how you've been able to help increase sales. Maybe you do systems and project management, how you've been able to decrease time and improved efficiencies, or maybe you manage a team. So include everything that you have been able to accomplish since you started this job position.

Elaine Lou Cartas: Number three, research other similar jobs. with what you do. So for example, go to Glassdoor, go to other websites like salary.com and look at similar job titles and look at the job descriptions that they do. Compare it to what you have. From step one and see, Oh my gosh, this is what happens with a lot of my clients.

Elaine Lou Cartas: I'm getting underpaid compared to what other people are doing, or this might happen. You might see that you are doing things beyond your job description. And when you do that, then the fourth step, I actually want you to research the other jobs you might be doing within your job. I hear so often from my clients, I'm doing two or three people's jobs.

Elaine Lou Cartas: I want you to print out those other jobs that you are doing. And then going back to number two with a brag sheet or that memo, show that, hey, this was my job description. I've been doing other jobs. On top of my job description. So you have that evidence and it's pen and paper and written down. So I basically want you to pretend this is a project, a memo, and you're compiling all the evidence.

Elaine Lou Cartas: You have your brag sheet, your memo. So that's one piece. You've printed out a comparison of the other jobs in the market within your area. So you print that out. You also print the other jobs you're doing on top of your current job and get that ready. And then the fifth tip is meet with your supervisor.

Elaine Lou Cartas: And if you don't have a regular meeting with your direct supervisor, then schedule one. And then the sixth tip. is use this script. It's actually using a framework called the thank you sandwich where you start off as a compliment and then you provide your feedback. So thank you so much for the past x years while at the same time I would like to ask for 12, 000 raise because I've been increasing my roles and responsibilities, exceeding my goals, and I'm doing more than my job.

Elaine Lou Cartas: I'm actually doing two jobs. I've compiled my research and I want to share this with you. And then number seven, here's the hard part, pause and wait for a response. I know it's hard. It's Oh my gosh, I just asked this person or I just shared this person, everything I'm doing, it's dating.

Elaine Lou Cartas: Like I'm asking this person to be my boyfriend, my girlfriend, my partner, or I'm asking for marriage. And then you have to pause and wait. So I know it's awkward. Just pause and wait for a response. I also want to share, be mindful of the fact that your direct supervisor may pause and Not have any influence over the budget, and there might be a system in process, but the point here is that you're starting to have this conversation with the individual, and you get to understand the process in the system of how to ask for a raise.

Elaine Lou Cartas: So if they say yes, great, you can ask, okay, so what. What's the timeline? What are the steps needed for this to happen? When should I expect it? So that's when you ask. And then there are times when they can't. And they say, we can't do that. Then directly ask this next question. Is there feedback on what I need to do to improve to get a raise?

Elaine Lou Cartas: And then once again, be silent. And the reason why you want to ask. If there's any feedback on what to improve, you just want to make sure that the reason why you can't get a raise is maybe there is a performance thing that you're not aware of, right? And let's say that they do give you feedback and they tell you, you haven't been performing A, B, C, D.

Elaine Lou Cartas: Right? And you could be direct with them and say, how come you are sharing this with me now? This was never addressed before. Now, let's say there were challenges and issues that you were working on and you have improved, right? Then you want to actually be prepared even before this conversation. I know that this past year you have shared with me that I need to work with A, B, and C, and this is what I've done to improve.

Elaine Lou Cartas: If there was nothing, like they gave you no warnings or feedback that there were things you needed to improve, and then they shared it with you during this conversation of asking for a raise, then you could ask, can you help me understand why you're sharing this with me now? I would have really appreciated if you shared it with me earlier, having that direct conversation.

Elaine Lou Cartas: You're like, Elaine, oh my gosh, you are so direct. How do you do it? I've had to unlearn how I grew up, where. I wasn't direct, I didn't ask for questions, and I was resentful all the time. And I hired my own coach, I read all the books, listened to, I didn't, podcasts weren't huge then, but watching YouTube videos of how to do this, so I just actually want to congratulate for you to even taking the step of listening to this podcast episode.

Elaine Lou Cartas: I am direct, I've been direct, I tell my clients to be direct. Can you help me understand why you never share this with me? I'm like, okay, if this is a challenge that I need to work on, then if I implement these steps, can I be considered for a raise in six months or a year? You just want to make sure that even if they are giving you feedback on areas of improvement, that you bring it back to the original, your objective, the conversation that you wanted to have for the raise.

Elaine Lou Cartas: So that's what you do in that circumstance. Now, what happens if they just cannot give you a raise because of outside circumstances like budget cuts or a budget freeze, right? So what you can ask as a

follow up, I understand that there are budget cuts or there's a budget freeze. When this is lifted, can I be considered for a raise?

Elaine Lou Cartas: Once again, I'm being direct and asking, and then see what they do to respond. If you notice that oh, there's other things we need to do, A, B, and C, if they simply can't, because it's outside of your control, then this is when you consider looking for another job. Elaine, oh my gosh, I don't want to have to go through that.

Elaine Lou Cartas: hey, at least you knew the power of asking for a raise, even if you do not get it, is you realize. if they're not going to do anything to try to keep me, despite all the value that I have shared with them, why am I going to stay here? At least you're not waiting. the reason why I wanted to ask for a raise the time I did in my career when I was working full time is I just did so much beyond my job description.

Elaine Lou Cartas: I asked my parents, Hey, how do you ask for a raise? And they're like, just work hard. I'm like, no, this, that's not how it works in this country. And then I learned these steps on how to ask for a raise. And I was so surprised when I advocated for myself, used this exact seven step process, asked for it.

Elaine Lou Cartas: I'm like, oh my gosh. And I I got addicted, like in a good way addiction of advocating for myself, asking direct questions. It's interesting because even my own family Prior to being a coach in 2017, my family members and even friends would always come to me like, Hey, I'm having this difficult conversation.

Elaine Lou Cartas: How do I ask for this question from my boss or my colleague? So you know what, if you can't get the raise because of outside circumstances, Or they're making shit up to you, then that's when you could consider leaving and at least, at least you're not waiting for another year or two or three. We have one life!

Elaine Lou Cartas: At least you're not waiting and you could start looking. And just because you asked for a raise, here's what I want to share. I hear this so much from my clients. Just because you're asking for a raise does not mean, and you don't get it. Does not mean that they will fire you. And if they do go look for an employment lawyer, it's just, at least you have this conversation.

Elaine Lou Cartas: At least you can start taking steps. And also this doesn't mean you have to quit your job, still do your job. I do not recommend like leaving. we're humans, we, unfortunately, we live in a capitalist society, we have bills to pay. So stay at your job until you find a new job. And if you need help finding new job, highly suggest listening to episode 27 on changing careers and increasing your salary.

Elaine Lou Cartas: And another episode is episode 63 with one of my clients on how to change careers successfully with Ava. So check episode 27, episode 63 on what you could do when you want to start changing or finding a job. Alright, this may also happen, which happened to me is, so I did end up getting my raise that I asked for.

Elaine Lou Cartas: And when I got my raise, I realized, oh shit, I got the money I wanted, but I hate my job. I hate this industry. I don't want to be in it anymore. And that. Sucked, that sucked in terms of, I thought it was the money I wanted. No, I realized I got the money I wanted. I just didn't want to be her anymore. So that was really great for me.

Elaine Lou Cartas: So I could start looking for the new job or the new industry. And I ended up doing informational interviews, which I talked about in episode 45 on how you can find a fulfilling job in life with Mac. And I was able to find my dream job working at the Pasadena City College Foundation as a fundraiser. And shout out to Bobbi Abram, my former boss.

Elaine Lou Cartas: I just had dinner with her a couple weeks ago. I landed that job. And you're like, Elaine, but if you had your dream job, why do you have your business now? it was my dream job. I had an incredible boss, mentor, an incredible team. I had my own office. And. I just knew that I wanted to do something more and I had my own business.

Elaine Lou Cartas: So in this episode, you got the seven steps on how to ask for a raise and then things you can do, the scripts you can use of what happens if you can't get the raise. And another tip is be unattached to the result. The goal and intention, your objective is to advocate for yourself. And from this conversation, then you can make a decision of what to do in the next step for within this job or your career.

Elaine Lou Cartas: It's the DTR. It's the define the relationship. So the take home question I want you to get from this episode is, why is it important for you to ask for a raise? I want you to reflect on that. Maybe you're feeling resentful. Maybe you're just like, Oh my gosh, I used to work out every day. I don't anymore.

Elaine Lou Cartas: Or like literally this wasn't me before. I used to go on dates. I don't. I miss out on get togethers. Like why is asking for a raise really important for you? So journal about that. And if you want to take this a step further, because you're probably like, Elaine, is that it? I don't think that's it. I was like, no, literally that's it.

Elaine Lou Cartas: But I will say there's a lot of emotional coaching or just even the negative, the itty bitty sheddy committee in your head that comes up when asking for raise and what to do for next steps. So if you want to take it and. Next step, now I'm doing, the define the relationship with you. I would love to coach you and if you want to schedule a call with me to see if it's good fit to work together, then schedule a legacy career review call with me at elainelou.com.

Elaine Lou Cartas: elainelou.com forward slash call. That's E L A I N E L O U dot com forward slash call. And I'll give you some action items you can do. We could see if it's a good fit. If it's a great fit, great. We could talk about how it looks like to work together, and if it's not a great fit, great. I'll refer you to other people and resources.

Elaine Lou Cartas: We're humans. We're not meant to work with everybody. So if you found this episode helpful, I recommend re listening to it again, or sharing this with a friend that might want to ask for a raise. So thank you, legacy leaders.