

Know Your Worth: The Negotiation Kit

Ask for more the wise way — with evidence, timing, and calm.

"The hearts of the wise make their mouths prudent, and their lips promote instruction."

— Proverbs 16:23

Most people are underpaid for one reason: they never asked, or they asked unprepared. Negotiation is not confrontation — it is a presentation of documented value, delivered at the right moment, in the right tone. This kit builds the case before you ever open your mouth.

1 KNOW THE MARKET

You cannot negotiate against a number you do not know.

MARKET RANGE FOR MY ROLE + REGION (LOW)

MARKET RANGE (HIGH)

SOURCES CHECKED (SALARY SURVEYS, POSTINGS, PEERS)

MY CURRENT PAY

MY EVIDENCE-BASED TARGET

2 BUILD THE VALUE FILE

Results, not effort. Numbers, not adjectives.

WHAT I DELIVERED	MEASURABLE RESULT	WHO CAN VOUCH

Keep this file alive all year. The strongest negotiators are simply the best-documented employees in the room.

3 THE ASK — STRUCTURE IT

Four sentences. Practise them aloud until they are calm.

THE FOUR-SENTENCE ASK

1 • Gratitude + intent

2 • Evidence

3 • The number

4 • The path

"I value this role, and I want to talk about my compensation."

"Over the last year I delivered [results from the value file]."

"Based on that and the market range, I am asking for [target]." Then stop talking.

If no: "What specifically would need to be true for us to get there in six months?"

4 TIMING AND POSTURE

Ask after a documented win or review cycle — not after a bad week

Timing carries half the weight of the ask.

Know Your Worth: The Negotiation Kit — continued

Never threaten what you will not do

A bluff discovered costs more than silence. Wise speech is measured speech.

Silence after the number

The first person to speak after the number usually concedes. Let it sit.

Get the outcome in writing — either the raise or the path to it

A path with a date is a win. Vague encouragement is not.

"You are not asking for a favour. You are presenting a record. Build the record, and the conversation changes."

— HOUSE OF WISDOM

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