

MELBOURNE CAREER EXPO

27 July 2024

FREE ENTRY

Online Registration Essential

www.CareerExpo.com.au

How to Ask for a Promotion or a Pay Rise

Sue Ellson GK BBus MPC PCDAAS ASA MPC WV SPN MEDPlus AWS

2:00pm 27 July 2024

Melbourne Career Expo

Melbourne Convention and Exhibition Centre
1 Convention Centre Place, South Wharf, Victoria 3006

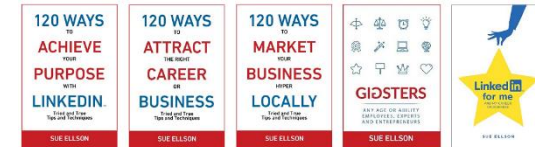


Career Development
Association Australia

sueellson.com

Sue Ellson – Professional Experience

- 1982 Started work at Westpac in Adelaide until 1994
- 1987 Started acquiring digital skills and training people
- 1994 Moved to Melbourne from Adelaide
- 1994 Started consulting – careers, business, marketing, training (still completing)
- 2001 Founder and first website online NewcomersNetwork.com
- 2001 Member of the Australian Institute of Management (now Institute of Managers and Leaders) until 2022
- 2003 Joined LinkedIn member number 77,832
- 2005 Member of the Australian Human Resources Institute until 2021
- 2008 Independent LinkedIn Specialist and Member of Melbourne Press Club
- 2012 Founder CamberwellNetwork.com until 2022 and SueEllson.com
- 2014 Teaching at the Centre for Adult Education and created 120 Ways Publishing
- 2015 Associate Member of Career Development Association of Australia CDAA and Member of Australian Society of Authors
- 2016 Wrote and published three 80,000 word books –
 - '120 Ways to Achieve Your Purpose With LinkedIn'
 - '120 Ways To Attract The Right Career Or Business'
 - '120 Ways to Market Your Business Hyper Locally'
- 2018 Professional Member of CDAA, Quora Top Writer, Top 10 LinkedIn Expert in the Asia Pacific Region, Member of Writers Victoria
- 2019 Wrote and Published 45,000 word book 'Gigsters – Any Age or Ability Employees, Experts and Entrepreneurs' – finalist in The Australian Career Book Award, member of the Small Press Network, Top 10 LinkedIn Expert in the Asia Pacific Region
- 2020 Released 'LinkedIn for me and my career or business' online edition
- 2021 Teaching for the Social Media College at the Australian Institute of Management
- 2022 International List of LinkedIn Experts
- 2023 Launched print edition of 'LinkedIn for me and my career or business' finalist in the Australian Career Book Award, Member of Educate Plus
- 2024 Member of Australian Women Speakers and launching Poems and Poetry Podcast



Sue Ellson – Voluntary Experience

- 1991 – 1992 Committee Member, Westbourne Park Netball Club
- 1991 – 1992 Fundraising Committee and Assistant Treasurer South Australian United Church Netball Association
- 1991 – 1993 Photographer Mitchell Park Football Club and Morphettville Park Football Club
- 1992 – 1993 Inaugural Secretary/Treasurer & Westpac Representative Australian Institute of Bankers SA Young Banker's Committee
- 1998 – 1998 Fundraising Committee Member, Templestowe Heights Pre School
- 1999 – 1999 Committee Member University of South Australia, Administrative Management Student and Staff Course
- 2001 – 2002 Committee Member, Cultural Tourism Industry Group
- 2001 – 2002 Promotions Executive and Deputy Chair, International Business Group Australian Institute of Management
- 2001 – 2002 Promotions Officer and President Templestowe Valley Pre School
- 2003 – 2007 Committee Member Victorian Community Committee for Harmony
- 2003 – 2009 Media, Communications and Committee Member Victorian Immigrant and Refugee Women's Coalition (VIRWC)
- 2004 – 2011 Parent Helper Scouts Australia (including two Jamborees and one Cuboree)
- 2007 – 2015 Convenor, International Human Resources Network Victoria Australian Human Resources Institute (AHRI)
- 2009 – 2012 Committee Member, Friends of Music Parent Helper Camberwell High School
- 2011 – 2012 Committee Member, Friends of Music Parent Helper Blackburn High School
- 2011 – 2014 Adviser and Facilitator, Camberwell Traders Association
- 2012 – 2022 Founder and Director, Camberwell Network
- 2013 – 2014 Consultant to the Media Team St Paul's Anglican Church Canterbury
- 2013 – 2016 Volunteer Foster Carer RSPCA Victoria
- 2014 – 2015 Councillor Victorian State Council Australian Human Resources Institute (AHRI)
- 2001 – now Free Presentations, Training, Events for various organisations and Social Enterprises and pro bono one-on-ones



How to ask for a promotion or a pay rise

1. When you can ask
2. What you need to deliver
3. What you need to prepare
4. How you can pitch your request
5. Questions and answers



@sueellson



Email QR Code

Email:

sueellson@sueellson.com

Subject:

Melbourne Career Expo Attendee

Message:

I would like the slides and recording link please

sueellson@sueellson.com or 0402 243 271

[linkedin.com/in/sueellson](https://www.linkedin.com/in/sueellson)

1. When you can ask

1. At least six months, but preferably 12 months after your start date
2. At your annual performance review
3. If you have made a significant sustained and genuine contribution (be honest)
4. If you have improved your productivity or performance (3-7 times \$ value)
5. If you have effectively and ethically incorporated AI into your role (Digital FTE)
6. If you haven't asked before and you have been there a long time
7. If you have done your market research on similar roles (myfuture.edu.au)
8. You have independently acquired skills related to a promotion or pay rise
9. Your current role tasks have increased significantly since you started
10. Your decision-maker is reasonably up-to-date with your efforts



Activity: Read <https://sueellson.com/blog/digital-fte-how-ai-can-replace-people-and-the-hourly-rate>

'Without growth, you will become stagnant and eventually irrelevant'

– Kimberly Simpson, Career Strategist USA

<https://www.linkedin.com/pulse/reasons-embrace-new-challenges-work-kimberly-simpson-cprw-cic-ccs>



2. What you need to deliver

1. Indisputable written proof
2. Relevant examples – people and performance
3. Cost savings and productivity improvements
4. Aligned market rates evidence (check Award Rates <https://www.fairwork.gov.au>)
5. Comparison with current job description (all completed plus more)
6. A range of negotiation items – salary, tax options, super, flexibility, allowances, car, hours
7. Insights and suggestions for the future
8. Alternative sources of truth – Testimonials, Recommendations, Endorsements, Reports
9. Collaborators, Supporters and Advocates
10. Records of additional training or professional development completed



Activity: Read <https://sueellson.medium.com/how-to-ask-for-a-pay-rise-b6f7dafdb461>



3. What you need to prepare

1. List of tasks – present tense (in job description + additional)
2. List of achievements – past tense (non-commercially sensitive if on LinkedIn)
3. Skills – listed in About, Experience, Licenses and Certifications, Education and Endorsements
4. Recommendations – at least six both Given and Received
5. Connections – add everyone you meet in person or online (text, chat, email, platform) 60+ or 500+
6. Comparison to previous Performance Review/s and Backup Plan (build your network)
7. Education and Training – recent micro credentials and professional development completed
8. Coaching, Mentoring, Reverse Mentoring, Supervising – strategies and results
9. Proactive Approaches, Initiatives, Projects, Employee Advocacy (supporting the enterprise)
10. Consider a Gender Pay Gap Audit <https://www.wgea.gov.au> Complete Difficult Conversations Course

Activity: Complete <https://www.fairwork.gov.au/tools-and-resources/online-learning-centre/difficult-conversations-in-the-workplace-employee-course>



4. How you can pitch your request

1. Make sure you are fully prepared (genuine self analysis and supports in place)
2. Request meeting in advance (suitable quiet, confidential, non-rushed time)
3. Clarify current role and performance (be polite and respectful at all times)
4. Discuss written summary of evidence
5. Can also discuss what you could improve personally
6. Open conversation about future options (be flexible and understanding)
7. Clarification questions and expectations
8. Set time for follow up and review
9. Gather any additional information
10. Meet to confirm final details and request in writing

Activity: Read <https://www.careerist.com/insights/what-to-say-in-a-salary-negotiation-over-email-or-phone-tips-and-best-practices> (don't recommend negotiating via email)



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Additional Resources

Skills to get a job not the same as the skills to do a job

- Free careers quiz and job descriptions myfuture.edu.au/get-started
- Finding a job guide <https://www.vic.gov.au/finding-job>
- Jobs Victoria <https://jobs.vic.gov.au/help-for-jobseekers/personalised-support>
- Career Development Association of Australia
<https://cdaa.org.au/CDAASite/Web/About-Career-Development/Why-Seek-Career-Support.aspx>
- Employee Assistance Programs, Outplacement Services, Selected Recruiters, Education Providers, Local Community or Council Programs
- Beware of advice from well-meaning friends, family and colleagues
- Applicant Tracking System Friendly Resume sueellson.com/latest-offer



LinkedIn Insight Webinars

Next LinkedIn Insight Webinar – 35th – 10 Ways to Improve your LinkedIn Marketing 14 August 2024 <https://sueellson.com/blog/10-ways-to-improve-your-linkedin-marketing>

- 10 Ways to Improve your LinkedIn Branding 10 July 2024
- 10 Ways to Improve your LinkedIn Recruiting 12 June 2024
- 10 Ways to Improve your LinkedIn Career Results 8 May 2024
- 10 Ways to Improve your LinkedIn Business Results 10 April 2024
- 10 Ways to Improve your LinkedIn Research 13 March 2024
- 10 Ways to Improve your LinkedIn Networking 14 February 2024
- 10 Ways to Improve your LinkedIn Strategy 10 January 2024
- 10 Ways to Improve your LinkedIn Events 13 December 2023
- 10 Ways to Improve your LinkedIn Newsletters 7 November 2023
- 10 Ways to Improve your LinkedIn Articles 11 October 2023
- 10 Ways to Improve your LinkedIn Posts 13 September 2023
- 10 Ways to Improve your LinkedIn Engagement 9 August 2023
- 10 Ways to Improve your LinkedIn Page 12 July 2023
- 10 Ways to Improve your LinkedIn Profile 14 June 2023
- LinkedIn for Real Estate and Commercial Property Professionals 10 May 2023
- LinkedIn for Military, Defence and Emergency Services Professionals 12 April 2023
- LinkedIn for Social Media, Marketing and Digital Strategy Professionals 8 March 2023
- LinkedIn for Recruiters, Headhunters and Executive Search Professionals 8 February 2023
- LinkedIn for Medical, Health and Nursing Professionals 11 January 2023
- LinkedIn for Migrants, Expatriates and Repatriates 14 December 2022
- LinkedIn for Sales People 9 November 2022
- LinkedIn for Career Changers 12 October 2022
- LinkedIn for Tradespeople 14 September 2022
- LinkedIn for Students and Future Graduates 10 August 2022
- LinkedIn for Women Wednesday 13 July 2022
- LinkedIn for Authors Wednesday 8 June 2022
- LinkedIn for Early Career Professionals Wednesday 11 May 2022
- LinkedIn for Creatives Wednesday 13 April 2022
- LinkedIn for Education Professionals Wednesday 9 March 2022
- LinkedIn for Human Resource Professionals Wednesday 9 February 2022
- LinkedIn for Journalists and Media Professionals Wednesday 12 January 2022
- LinkedIn for Board Directors and Senior Leaders Wednesday 8 December 2021
- LinkedIn for CEO's and Business Owners Wednesday 3 November 2021
- LinkedIn for Business Coaches and Career Specialists Wednesday 6 October 2021



All Registration Links, Slides and Recordings from past webinars – all FREE plus list of future webinars <https://sueellson.com/linkedin-insight-webinars-and-recordings>

Melbourne Career Expo 2023 & 2024

2024

Top 10 LinkedIn Career Tools 10:30 am – 11:30am CDAA Workshop Area

Top 10 Return to Work Strategies 12:30pm – 1:30pm CDAA Workshop Area

How to ask for a promotion or a pay rise – 2:00pm – 2:30pm Main Stage

<https://sueellson.com/blog/melbourne-career-expo-2024-at-melbourne-convention-and-exhibition-centre-26-28-july>

2023

10:30am Top Ten Tools for Job Seekers – CDAA Workshop Area

1:30pm Over 50 and Fabulous – CDAA Workshop Area

2:30pm Using AI for finding work – Main Stage

<https://sueellson.com/blog/melbourne-career-expo-2023-at-melbourne-convention-and-exhibition-centre-14-16-july>



What has been most helpful to you today?

✓ Write a Review on

Google <https://g.page/sue-ellson-author/review> (148 Google Reviews) or

Facebook <https://www.facebook.com/sueellson2/reviews> (8 Reviews)

Online <https://sueellson.com/reviews> (lots!)

✓ Follow Sue Ellson's Socials or Contact directly <https://sueellson.com/contact>

✓ Questions and Answers



Google Review



Facebook Review



Online Review



Follow Socials / Contact



@sueellson



Email QR Code

Email:

sueellson@sueellson.com

Subject:

Melbourne Career Expo Attendee

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[linkedin.com/in/sueellson](https://www.linkedin.com/in/sueellson)