

Summer 2023

APPLYING TO YOUR FIRST JOB IN AUDIOLOGY



Member Relations Committee

Table of Contents

INTRODUCTION	3
EMPLOYMENT SETTINGS	3
WHERE TO SEARCH FOR JOB OPENINGS	6
STATE REQUIREMENTS FOR PRACTICING	6
COMPONENTS OF A PROFESSIONAL RESUME	7
TIPS AND TRICKS TO INTERVIEWING	8
HOW TO INTERPRET BENEFITS PACKAGES AND NEGOTIATE YOUR FIRST SALARY	9
HELPFUL HINTS FOR STUDENT LOANS	10
FAQ	11
RESOURCES	12

Congratulations.... On surviving graduate school and externship!

This informational packet was created by the 2022-2023 SAA Member Relations Committee and the 2022-2023 Academy Membership Engagement and Recognition Committee, and the SAA Advisory Committee. This packet was created to help guide you through the process of applying to your first job in audiology (or for helpful tips if it has been a while since you applied for a job). Each job application will be different but we hope you find this packet as a resource filled with first-hand, experience-based advice. Happy applying!

Employment Settings

Private and Group Practice

Private and group practices are independently owned and operated and assume full administrative control, as well as full responsibility for all financial and legal liabilities. Patient age and population may vary. Traditionally, private practices make most of their revenue in hearing aid sales. Working with a private practice tends to offer a great deal of flexibility, as the audiologist (or practice owner) is the “boss.” Private practice is a great fit for audiologists with an entrepreneurial spirit or who want more independence.

Retail Practice

Retail practice focuses on sales and support of hearing aids and related products. Retail practice tends to work with adults and can involve working for a private practice or a larger retailer or manufacturer. Responsibilities may include performing audiological evaluations, fitting and dispensing of hearing aids and accessories, follow-up and maintenance, as well as creating and fitting custom hearing protection.

ENT/Otolaryngology-Based Practice

ENT and otolaryngology practices are typically fast-paced environments and may involve more complex medical cases. The patient age may vary, but the population will usually require pre- and post-operative audiological evaluations as well as serial audiograms or VNGs to determine changes over time.

Hospitals

Both general and pediatric hospitals may have audiology departments. Hospitals are typically fast-paced environments. Hospital settings can include any of the following: newborn hearing screening, ENT clinics, rehabilitation facilities, sedated ABRs, and intraoperative monitoring.

Veterans Affairs (VA) Hospital

An audiologist at a VA setting conducts a full range of audiological evaluations and then proceeds with amplification/treatment if the patient is ready. Some VA Hospitals do vestibular evaluations/treatment, but not all. One benefit of working at the VA is that premium technology is covered by the VA, making it much easier for many patients to have access.

Educational Audiology

Educational audiologists are part of a multidisciplinary team at a school district ensuring the success of students with hearing loss. Educational audiologists will mainly monitor personal hearing devices with permission from parents, fit and manage hearing technology such as hearing aids or personal microphones, recommend services and resources for students and their families, and advocate for the students when necessary. It's important for educational audiologists to collaborate with the students' personal audiologists and other members of the school system. They will also need to be able to provide evidence when recommending services and hearing technology in order to get funding.

Rehabilitation Facilities

Rehabilitation facilities include not only audiology, but also speech-language pathology, occupational therapy, physical therapy, sport therapy, etc. One benefit to working in a rehab setting is teamwork on shared patient care from interprofessional interactions with the other professions you are working with.

Manufacturing Industry

Audiologists can work in a variety of manufacturer settings, including hearing aids, cochlear implants, and hearing or vestibular equipment. Job responsibilities can include sales, training, research and development, and practice management (i.e., buying group). Manufacturing audiology includes being the expert on your company's devices/equipment. The manufacturer audiologist is the point of contact for the provider if they need supplies or have any questions on how to optimize the product to a patient's specific needs.

Research Audiology

Research audiology includes inquisitive, analytical individuals who focus on seeking out knowledge about the auditory and vestibular systems through research studies. Oftentimes, they focus their careers on specific diseases or treatments. They may still see patients, but the types of patients they see usually align with the population they are currently studying. Research audiologists are pivotal to the field of audiology as they provide updated research and reasoning behind best practices for all

audiologists to better serve their patients. Research audiologists can work for universities, manufacturers, and research-based institutes.

Universities

Professors do not have to have a PhD to work at the university level. While most professors have a PhD, many universities have clinical audiologists teach courses. You could also work at a university in a clinic capacity seeing patients and supervising students.

Armed Forces

Armed forces audiology encompasses many aspects of audiology. Their job can be described as a challenge to ensure the military personnel always maintain situational awareness, ensure the leaders can communicate with their troops, all while protecting their hearing. Armed forces audiologists complete the following tasks: (1) fitness for duty evaluations, (2) diagnostic evaluations for hearing and balance, (3) rehabilitative services such as tinnitus management, (4) hearing conservation programs and devices, and (5) operational hearing services.

Forensic Audiology

A forensic audiologist will act as an expert witness in a civil or criminal case. The duties of a forensic audiologist may include reviewing documents, performing research, forming an opinion, giving a sworn deposition, assisting an attorney in preparing questions for the opposing expert, and testifying at trial. To begin working as a forensic audiologist, the audiologist should complete an expert witness course. Some examples of cases where a forensic audiologist may be needed are hearing conservation, Americans with Disabilities Act, military compensation and pension exams, or injuries to the auditory or vestibular systems.

Industrial Hearing Conservation

An industrial audiologist needs to be able to cooperate with other members of different disciplines (e.g., engineering, otolaryngology, safety personnel) to provide a hearing conservation program. A hearing conservation may include noise exposure assessments, administrative control of noise exposure, audiometric testing/monitoring, education on hearing protective devices, record keeping, referrals when needed, and maintaining the program's effectiveness.

Humanitarian Audiology

Many audiologists may choose to also participate in humanitarian efforts. Humanitarian audiology can be on the local level by helping at screening fairs and partnering with local non-profit organizations. Audiologists may also choose to partner with international non-profit organizations and provide services in different countries. Services provided may include cerumen management, hearing screenings, and dispensing of hearing technology.

Animal Audiology

The study of animal hearing and bioacoustics appoints a direct relation between audiology and veterinary science. Hearing screenings and full audiological assessments can be conducted on a variety of animals, including: canines, zoo animals, and aquaria life. The audiologist may opt to receive an Animal Audiology Certificate from select universities in which it is available in order to practice at veterinary offices or animal audiology laboratories.

Where to search for job openings?

Specific to Audiology

[HEARCareers](#)¹

[Audiology Online's Job Listings](#)²

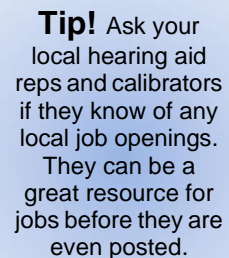
Your State Association Website

Other job search sites:

Consider having an up-to-date [LinkedIn](#)³ profile as you may be contacted there by recruiters

[Indeed](#)⁴

[Glassdoor](#)⁵



Tip! Ask your local hearing aid reps and calibrators if they know of any local job openings. They can be a great resource for jobs before they are even posted.

State requirements for practicing

The Academy has provided a great resource for finding out the individual state requirements for practicing. Please take note of when the resources were updated and use them as a starting point in ensuring you have everything you need before starting your first job!

[Academy State Audiology Licensing Laws Page](#)⁶

Components of a professional resume

How does a professional resume differ from resumes used for graduate school and externship applications?

Slowly start cutting out educational information. Unless you had an undergraduate experience that is specifically related to the job you are applying to, leave it off a post-graduate resume. Graduate school information will be on your first professional resume, as you have limited experience beyond that. Later in your career, you may choose to remove all graduate school clinical experience other than your externship. This goes for other educational involvement as well (local SAA involvement, volunteering in grad school). Always include any research experience that you have presented on or published.

Number of pages

Although a “resume” is typically one page, a curriculum vitae (CV) is often used in medical careers, which may be multiple pages. Your resume/CV should be as long as it needs to be to accurately give your future employer a picture of who you are and what you have accomplished. At the doctoral level, employers expect and are used to longer resumes than peers in other career fields. Eliminate any “fluff” or entries that would have mattered in graduate school but are less relevant for an audiologist.

Conferences

No need to list every training/conference you’ve attended, as CEUs are needed by all licensed audiologists; instead list only conferences at which you presented or had a poster.

Clinical placements

Simplify descriptions of clinical placements and focus on skills you completed independently rather than observations. Prioritize the skills that made the placement unique. For example, if you became independent in mapping for cochlear implants, have that as your first bullet point for that placement instead of “comprehensive hearing evaluation.” Place externship front and center.

References

Do not list your references or say ‘provided on request’ as most modern HR systems will require you to manually enter these.

Other suggestions

Your resume will be a continuous work in progress. Use a cover letter to showcase your knowledge of the prospective employer, for example, if I was applying for a manufacturer job, I would state why I am interested in working with that manufacturer, and my familiarity/successes with them. If you're going to put it on the resume, be prepared to talk about it, answer questions about it, or share stories about it

Helpful resources

[Academy Professional Development and Career Advice for Audiologists](#)⁷ provides resume tips and samples.

Tips and Tricks to Interviewing

After graduation, you may find yourself scheduling multiple job interviews. It is highly important that you prepare for each interview accordingly. Here are a few tips and tricks to help ensure your success when meeting with a potential employer:

1. **Do your research.** Learn more about the company or organization. This will help you determine if this is truly a good fit for your interests, and it shows that you prepared for your interview. A few examples of questions to search before going into an interview include: "What patient population do they typically work with?" or "Do they provide opportunities for my clinical interests (such as, vestibular appointments, electrophysiology, pediatrics versus adults, etc.)?"
2. **Make a good first impression.** That initial interview can make an impact on your hiring decision. Arriving at the appointment 10-15 minutes before your allotted time exemplifies time management skills and good organizational skills. Dress appropriately in business-professional clothing. All clothing should look neat, clean, and of appropriate length. It is important to introduce yourself to the interviewer. Depending on their comfort level, they may want to shake hands when you first meet. Start the interview with a formal introduction to show professionalism and interpersonal skills.
3. **Have questions prepared for your interview.** It looks great when you ask questions that are tailored toward the specific center and/or the specific provider.
4. **Be prepared for scenario-based questions.** Many interviewers ask scenario-based questions to learn more about how you solve problems or take on challenges. It can be useful to brainstorm before your interview; think of problems

you've solved, hard scenarios you've overcome, and key accomplishments you'd like to highlight.

5. **Think long term.** Do not think of this as a one-year position, like your externship. This is a position that you may be in for many years so go in with the mindset of seeing if the clinic is a good fit for you both in the specialties practiced and the personality compatibilities.
6. **Use helpful resources**
 - a. [Be Prepared with Pre- and Post-Interview Assessments](#)⁸
 - i. Resource for interview checklist and practice questions
 - b. [STAR Method to interviewing](#)⁹
 - i. Resource on a structured manner of responding to a behavioral-based interview question

How to interpret benefits packages and negotiate your first salary

Consider what is most important to you and look for that in benefits/salary. Some people find that having professional development funds for conferences or extra vacation time is important, while others care more about how much they take home. The value of certain benefits will vary from person to person.

Evaluating an offer

When you are assessing an offer, you shouldn't just consider the salary, you should also take into account things like professional development funds for conferences/continuing education/certifications, paid time off, parking costs, costs of health insurance, retirement, etc.

If you have trouble evaluating the financial components of things like health insurance or retirement accounts, reach out to a financial advisor to ask for help understanding.

Negotiating

It is important to understand that not every company will have the ability to negotiate salary. You may be able to negotiate something like vacation time or other benefits.

When negotiating salary, it is important to advocate exactly what you bring to the team that would make you more valuable. Say something such as, "Based on xyz, I was hoping for a salary of about \$xyz. Would it be possible for us to get closer to

that number?” Make sure whatever you ask for is reasonable and achievable. Obtaining a current salary analysis through a google search can help you gauge pay in the area.

Contemplating setting

In most VA jobs, salary, benefits, etc. are set in stone, and you are expected to receive scheduled pay increases to a certain point but negotiating for a higher salary isn't an option. A smaller private practice may not be able to offer competitive health-care plans but may be able to provide a healthier work-life balance than some large hospital systems. For commission-heavy jobs, you likely won't have a full caseload for the first couple of years that you're working.

Helpful Resources

[AudiologyOnline Seminar](#)- Negotiate Early, Negotiate Often: Lifting the Salary for the Profession by Ashley Hughes, AuD¹⁰

[Audiology Today](#)- Negotiate: You're Worth it¹¹

Helpful Hints for Student Loans

The information provided in this section was provided by the American Academy of Audiology's New Professionals Committee presentation: "Avoiding Burnout and Student Loan Management"¹²

- **Loan forgiveness programs**
 - Public service loan forgiveness track
 - Faculty loan repayment
 - Check your state for more options
 - Consider a job with built in loan repayments
 - Military
 - Non-profit
- **What can I do as a current student?**
 - Know the dollar amount you are borrowing and interest rates
 - Look for part-time work or federal work study
 - Create a budget
 - Seek out resources for housing and food security
 - Apply for scholarships
 - Pay on your current loan interest if/when you can
 - Understand your enrollment status and # of credit hours during your extern year

- **What can I do as a new professional?**
 - Establish and emergency fund
 - Start at \$1000.00
 - Build up to 3 months of expenses
 - Set a goal of 6 months of expenses
 - Make and maintain a monthly budget
 - Budget for everything, even fun!
 - Tackle small debts
 - Manage high-interest debts
 - Pay more than the minimum when you can
 - Utilize current deferment to your advantage

FAQ section?

What are some expected costs I should prepare for as a new professional?

- Moving/relocation costs
- Licensing fees (varies by state)
- Certification fees (\$200 ABA, \$225 CCC)
- Time without employment due to licensing times
- First paycheck will likely be a few weeks after you start

What can I expect as a reasonable salary just starting out?

- Resources
 - [Audiologist Compensation and Benefits Survey](#) ¹³
 - [ASHA Salary Data](#) ¹⁴
 - [Bureau of Labor Statistics](#) ¹⁵
 - [Salary.com](#) ¹⁶
- An important thing to consider is how much reimbursement you bring in. Are you able to support your role in addition to the day-to-day costs?

Resources

¹*HEARCareers*. The American Academy of Audiology. (n.d.). Retrieved April 12, 2023, from <https://hearcareers.audiology.org/jobseekers/>

²*Hundreds of ao jobs: All jobs*. AudiologyOnline. (n.d.). Retrieved April 12, 2023, from <https://www.audiologyonline.com/audiology-jobs/all/>

³*Log in or sign up*. LinkedIn. (n.d.). Retrieved April 12, 2023, from <https://www.linkedin.com/>

⁴*Job search | indeed*. (n.d.). Retrieved April 12, 2023, from <https://www.indeed.com/>

⁵*Glassdoor Job Search: You deserve a job that loves you back*. Glassdoor. (n.d.). Retrieved April 12, 2023, from <https://www.glassdoor.com/index.htm>

⁶*State audiology licensing laws - audiology*. The American Academy of Audiology. (2022, December 20). Retrieved April 12, 2023, from <https://www.audiology.org/advocacy/legislative-and-regulatory-activities/state-affairs/state-audiology-licensing-laws-2/>

⁷*Professional development and career advice for audiologists*. The American Academy of Audiology. (2023, March 8). Retrieved April 12, 2023, from <https://www.audiology.org/careers/career-center/general-advice-for-job-seekers/#resume-review>

⁸*Interviewing for an audiologist position - audiology*. The American Academy of Audiology. (2022, August 1). Retrieved April 12, 2023, from <https://www.audiology.org/careers/career-center/general-advice-for-job-seekers/audiology-job-and-externship-interview-tips/>

⁹*The star method S T A R situation - VA wizard*. (n.d.). Retrieved April 12, 2023, from https://www.vawizard.org/wiz-pdf/STAR_Method_Interviews.pdf

¹⁰*Negotiate early, negotiate often: Lifting the salary for the profession: 38235: Practice Management and professional issues*. AudiologyOnline. (n.d.). Retrieved April 12, 2023, from <https://www.audiologyonline.com/audiology-ceus/course/negotiate-early-often-lifting-salary-38235>

¹¹*Negotiate: You're worth it*. The American Academy of Audiology. (2023, March 3). Retrieved April 12, 2023, from <https://www.audiology.org/news-and-publications/audiology-today/articles/negotiate-youre-worth-it/>

¹²*Avoiding Burnout and Student Loan Management*. (n.d.). *The American Academy of Audiology's New Professionals Committee*.

Summer 2023

¹³*Audiologist compensation and benefits - American Academy of Audiology*. The American Academy of Audiology. (2022, June 6). Retrieved April 12, 2023, from <https://www.audiology.org/careers/audiologist-salary-and-compensation-survey/>

¹⁴American Speech-Language-Hearing Association. (n.d.). *Salary and wage data for Audiologists and speech-language pathologists*. American Speech-Language-Hearing Association. Retrieved April 12, 2023, from <https://www.asha.org/research/memberdata/salary-data/>

¹⁵U.S. Bureau of Labor Statistics. (2022, September 8). *Audiologists : Occupational outlook handbook*. U.S. Bureau of Labor Statistics. Retrieved April 12, 2023, from <https://www.bls.gov/ooh/healthcare/audiologists.htm>

¹⁶Salary.com, S. built by: (n.d.). *Audiologist salary*. Salary.com. Retrieved April 12, 2023, from <https://www.salary.com/research/salary/benchmark/audiologist-salary>