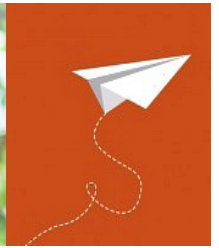


SKILLFUL NEGOTIATION

1 DAY



ACHIEVING AND MAINTAINING THE CO-OPERATION OF OTHERS

"Every negotiator wants to reach an agreement that satisfies their substantive interests. That is why we negotiate. Beyond that, a negotiator also has an interest in developing a positive relationship with the other party in the negotiation"

When it is essential that we achieve results by getting and keeping the willing co-operation of others, we need to understand how to negotiate effectively.

The ability to negotiate with confidence and integrity is a key skill required of managers. Whatever the industry, there are always situations in which people with differing and often conflicting interests need to find 'win/win' resolutions whilst avoiding conflict and sustaining positive relationships.

This challenging and enjoyable workshop uses a mix of discussion, simulated challenges, practise and simple theory to enable people to develop the skills required to negotiate confidently and effectively. Some activities are filmed. A manual is provided.

PARTICIPANTS ON THIS PROGRAMME WILL:

- Learn the theory and practical application of the negotiating process
- Learn how to apply principled win/win negotiation
- Practise negotiation using a variety of realistic simulations.

WE WORK WITH:

- Stages of negotiation
- Different negotiating styles
- Skills such as re-focusing a discussion, creative problem solving, getting closure
- Evaluating agreements objectively
- Essential skills - communication, questioning and listening, assertiveness.

WHO WILL BENEFIT FROM THIS PROGRAMME?

- Project managers
- Any manager who has to negotiate with their staff
- Staff working in environments and job roles where they have to buy - and deal with sales people.

