

Course Outline - Effective Negotiations

This is a 2.5-day on-site training program focusing on both the specific actions and competencies essential for planning and executing successful negotiation, including a video role play case study. Each participant will receive a certificate in Effective Negotiations upon the successful completion of the training. It is a highly interactive training program that provides a catalyst for personal and professional change. It includes a profile which assesses each participant's style and skills as a negotiator and provides the core skills and tools most required. This is combined with a complex case study where participants will have the opportunity to plan and execute a negotiation and "practice" in a "risk free environment" with confidence building feedback.

Who Should Attend

- This is suitable for all procurement and business negotiation team members
- Maximum of 12-15 participants is preferred to ensure each participant receives personal instruction

Objectives

- The focus is on the 4 pillars of negotiation – PEOPLE, PERSUASION, PROCESS and TACTICS.
 - A clear understanding of how become a highly assertive negotiator
 - Application and theory using persuasion methods in negotiation
 - Managing an effective negotiation in 6 simple steps
 - Application of tactics to gain movement in negotiations
- Provide personal assertiveness profile and areas of improvement.
- To gain deeper negotiation knowledge and understanding supply chain risk by interpreting financial statements, developing cost models and developing effective negotiation strategies using these models.
- Practice the application of the negotiation theory in a case study where participants will have the opportunity to undertake a negotiation and are assessed and challenged to practice in a risk-free environment with confidence building feedback.
- To give the delegates higher confidence in their abilities to negotiate through on the job application and training.
- Provide feedback on the preparation of an effective negotiation strategy.

Outcomes

- Participants will be able to respond to different styles and to embed assertive behavior.
- Delegates will apply methods of the persuasion methods and phases of negotiation which will successfully equip them to enter negotiations with full confidence.
- Understand the supplier segmentation model and its impact on relationships and approach.

- Recognize how to use different styles and approaches according to negotiating scenario characteristics.
- Understand and classify their own behavior and that of the people they are dealing with.
- Understand and use a variety of skills to deal with aggressive/manipulative people while maintaining their emotional balance.
- Negotiating individually and as part of a team
- Have a broader view of the benefits of setting a range of objectives, understand the process of conditioning and appreciate the mechanics needed to control a negotiation
- Negotiating with cost models and other financial tools

Delivery Vehicles

- Presentation
- Interactive Exercises with Professional Feedback
- Video Role Play and Professional Feedback
- Negotiation planning and execution templates utilizing host organization existing materials (where possible)

Instructors

- 2.5-day (21 hours) session is lead by 2 senior procurement professionals and trainers

Investment

- In Company \$16,500 per course for 12-15 participants/capacity for the 2.5-day onsite training.
- Optional pre-training on-line assessment questionnaires can be taken before and after training for \$300/participant to allow a baseline of your current team's negotiation knowledge and measure the effectiveness of the training.