Negotiation Skills and Strategies

Workshop Description:
A popular slogan proclaims, "You do not always get what you deserve. You get what you negotiate." It is true that high quality negotiation skills are a key factor in getting needs met for our organizations and ourselves. This workshop will enhance the participant’s capacity to effectively use interest-based negotiation concepts and tools to achieve mutually satisfactory agreements that will satisfy underlying interests. Participants will explore the practice of outcome setting, distinguishing between positions and interests, emerging interests through reflective listening and chunking, generating options, creating standards to evaluate options, and agreement management.

Workshop Outcomes:
By the end of this workshop participants will be able to:

- Recognize their current negotiating style
- Understand the power of interest-based negotiation
- Expand and refine their negotiation “tool box”
- Practice negotiation strategies
- Enhance their effectiveness in professional and personal negotiations

Workshop Outline:
- Position versus Interest-based negotiation
- Interest-based principles
- Negotiation preparation
- Negotiation process
- Best Alternative to a Negotiated Agreement (BATNA)
- When to caucus
- How to determine success
- The effective use of power

Learning Approaches:
- Mini lecture
- Discussion and interactive dialogue
- Case analysis
- Role play
- Video
- Experiential activities for discovery and practice of skills
- Facilitator observation and coaching
- Small and large group activities

Workshop Includes:
- Participant Workbook
- Handouts