

# Negotiation Skills

Do you feel confident when entering negotiations? Do you always leave negotiations satisfied with the outcome? Do you sometimes feel that you could have achieved more or framed something differently? Would you like your negotiations to further strengthen business relationships?

This programme introduces a framework that underpins all stages of the negotiation process and that provides and provides a valuable structure from which to build a negotiation plan. The session is relevant for those negotiating fees, terms or contracts.

## What is Involved

This one-day session provides invaluable skills for those who are new to formal negotiation or who require support with existing practices.

- The Fundamentals of Negotiation
- The Link between Selling and Negotiation
- Developing Negotiable Variables
- The Negotiation Planning Guide
- Trading Concessions
- Live Negotiation Practice
- Concluding an Agreement

## Who Is It For?

This programme is designed for those who are keen to get the most out of negotiations in the professional environment. It suits individuals at every level of the organisation who wish to become more influential, persuasive and impactful in their negotiations.

## Outcomes

This comprehensive programme will provide a toolkit of tried and tested negotiation techniques that can be used in multiple scenarios. At the end of this session, participants will:

- Understand the difference between 'the deal' and 'the relationship'
- Be able to build value as part of negotiations
- Be confident in developing positions and avoiding climb-down
- Understand the 'how' behind trading variables effectively
- Recognise different negotiation styles
- Be adequately prepared with knowledge of the five stages of negotiation
- Be confident to close a mutually beneficial negotiation