

NEGOTIATION SKILLS

1 DAY

 **ODYSSEY**
TRAINING™





By 



LEARNING OUTCOMES

- Be able to define what a negotiation is
- Learn what skills will help make you an effective negotiator
- Be able to know what makes a good agreement for you, your organisation and the other party
- Understand and know how to use principled negotiation skills
- Know and understand what you want from each negotiation and what will cause you to walk away from it

CORE COMPETENCIES

-  **Conflict Management**
-  **Integrity and Trust**
-  **Interpersonal Savvy**
-  **Negotiation**

COURSE OVERVIEW

The art of successful negotiation is the careful exploration of opposing positions with the goal of achieving a positive outcome.

This course is ideal for anyone who want to improve their personal negotiation competency and raise their confidence in dealing with a range of workplace negotiation situations.

Through a series of case studies, role-plays and self-reflection, this course will provide you with a greater understanding of what it takes to engage in principled negotiations and get the outcome both you and the other parties desire.

TOPICS COVERED IN THIS COURSE

What defines a negotiation

Many people assume influencing or persuading people to purchase something is always a negotiation, but there must be certain conditions and elements involved for a negotiation to occur.

What does an effective negotiator do?

Learn the tips that all effective negotiators implement to be successful.

Skills that make you more effective as a negotiator

Learn the three major skills required to be effective in a negotiation.

Negotiation strategies and approaches

Know and understand that there are different strategies to use depending on how important the relationship versus the issue are to you.

Positional vs interest-based negotiations

Positional bargaining involves making demands, but collaboration based on the interests of both parties is what makes a good agreement.

Implementing negotiation on merit

Understand the four basic elements of Principled negotiation and how to make them work in your negotiation.

Planning a course of action

Do you have your ZOPA, BATNA and WAP already defined?

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developed for the Australian
workplace.

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