

Negotiation Skills

 Duration: 1 to 2 days  Maximum group size: 8 people

Course overview

This course is ideal for employees who are looking to develop their skills and confidence when negotiating with customers, suppliers or colleagues. Delegates will explore how they can influence and persuade others in order to reach a positive and mutually beneficial outcome.

Who would benefit from attending?

For those who are expected to enter into negotiations to gain agreement on a range of different business scenarios.

Core development objectives covered

- What type of negotiations do you enter into?
- The structure & key stages of negotiation
- The importance of planning your negotiation
- Transactional, collaborative and creative negotiation
- Essential communication & influencing skills
- Understanding different personal styles and how they can affect negotiation
- Preparing your meeting strategy & tactics
- Your sources of power in the negotiation
- Personal confidence & avoiding manipulation
- Handling obstructive & difficult people
- Gaining agreement & reaching win:win outcomes

Delivery methodology

Futureproof's training workshops require all delegates to take a full and active role throughout. Our mix of trainer led discussion, facilitation, coaching and skills practice ensures that all delegates enjoy an interactive and supportive learning experience.

Note: This is not a sales negotiation course. If you are interested in sales negotiation, please refer to our 'Sales Negotiation' course.



Want to tailor the content of this workshop and incorporate internal procedures, competency framework, organisational values & work-related challenges?

Get in touch with one of our Learning & Development Managers – 01623 409 824 • info@futureproof-training.co.uk