



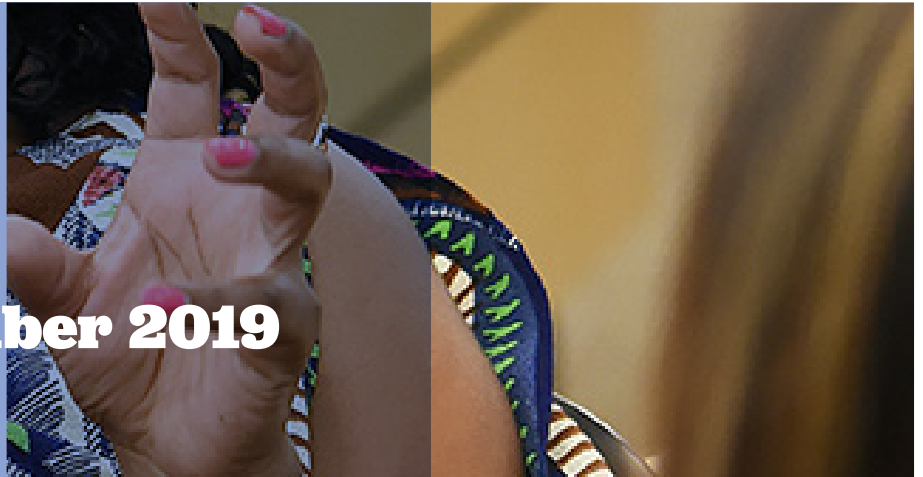
EXECUTIVE EDUCATION > PERSONAL AND ORGANISATIONAL EFFECTIVENESS



The Expert Negotiator

Plan and manage complex negotiations more effectively.

17 - 20 September 2019



**Gordon Institute
of Business Science**
University of Pretoria

This programme is run on a workshop basis with 70% of delegate time spent in either negotiation or feedback sessions.

A selection of real life negotiation scenarios are used and delegates will receive two levels of feedback so as to identify areas for improvement. Feedback encompasses both financial results of the negotiation as well as behavioural aspects.

Course info

FACULTY > **Jack Quinlan** is an adjunct faculty member at GIBS and a negotiation consultant. He has 34 years' experience in commercial negotiation consulting and skills development, both in South Africa and overseas. Jack currently consults to an extensive range of top organisations and is also very active as an entrepreneur in the commercial property market.

FEE > R21 900 (includes tuition, instruction material, lunches and refreshments and is VAT exempt).

DURATION > Three and a half days

DATES > 17 – 20 September 2019

VENUE > Cape Town

Who should attend?

Executives, senior and middle managers from all disciplines who are involved in complex negotiations that involve multiple issues, multiple stakeholders, high rand-values and high consequence of error should the negotiations not be finalised to the satisfaction of all parties.

Key focus areas:

Session one: Defining negotiation and setting the climate:

- > Delegates will develop a working definition of negotiation and an appreciation that the outcome of a successful negotiation is influenced by the psychological climate which is established at the onset of negotiations.

Session two: Preparation and bargaining:

- > Delegates will be exposed to the "Negoprep Four Step Plan" of preparation and will be sensitised to the fundamentals of sound bargaining practice, and learn how to both apply and neutralise the most commonly used negotiation tactics. Delegates are also exposed to the alternative types of negotiation agendas and methods used to link issues for trade off.

Session three: Human dynamics in negotiation:

- > Topics covered include negotiation team roles/functions, individual negotiation style profiling, dealing with alternative styles of negotiators, neutralising the aggressive negotiator plus alternative deadlock strategies.
- > The dilemma of "co-operation" versus "competition" and their effects on the financial outcome of the deal are dealt with in detail.

Session four: Putting it all together:

- > Delegates will integrate techniques and skills acquired and demonstrate competency within a multitude of real life situations with neutral observer feedback being provided.

How you will benefit:

At the end of the programme, you will be able to:

- > Develop and negotiate from both standard and crisis strategic agendas;
- > Establish the appropriate climate for negotiation;
- > Identify the fundamentals of sound bargaining practice;
- > Apply the appropriate trade-off patterns;
- > Apply or neutralise the most commonly used negotiation tactics;
- > Appreciate the fundamentals of team based negotiations/ selection of "chief negotiators" and other team members;
- > Avoid common negotiation errors;
- > Identify your own negotiating style and compare it to the "perfect" negotiator style; and implement appropriate changes; and
- > Integrate the techniques and skills acquired and demonstrate competency within a multitude of real-life simulations.

Benefits of improving your negotiation preparation and execution skills:

Enables you to enter negotiations better prepared using a structured system that ensures a smoother running of negotiations;

Improves your understanding of the strategic impact of various types of agendas on the final negotiated outcome;

Improves your appreciation of when and how to use negotiation tactics as well as how to counter them;

Enhances your ability to structure a well-balanced negotiating team with defined roles and functions for all team members;

Enhances your ability to select the most appropriate "chief negotiator" and all team members based on criteria that will mobilise team dynamics;

Improves your ability to counter alternative negotiation styles in an effective but constructive method, and

Allows you to become a more assertive negotiator on the financial aspects of the deal whilst protecting business relationships.



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