

Management Development Program > Short Course

Negotiation for Success

Critical skills to optimise business outcomes

Regardless of their industry, managers and professionals are involved in a wide range of negotiations almost every working day. Yet how many are equipped with the specialist knowledge and skills required to achieve the optimum outcome for themselves, their departments or their organisations?

The ability to negotiate effectively is a critical business skill. Too often it is either under-valued or expected to automatically improve with time. Observe any successful high-level negotiator at work, however, and it becomes abundantly clear that there's a great deal more behind their success than simple frequency of engagement.

Effective negotiators understand the importance of preparation and process as well as understanding the interests and needs of the other side. This highly practical and intensive two-day Management Development Program (MDP) provides an ideal opportunity to advance your negotiation skills.

Stimulating, interactive learning

This program will provide you with a stimulating, hands-on learning experience, imparting valuable skills and knowledge with immediate application.

The presenter will employ a highly interactive teaching style designed to involve each participant and reinforce key concepts. Sessions will follow a proven action-learning model involving the use of role-plays and case studies in a range of business situations, allowing you to further develop your negotiation skills.

The learning environment will be supportive at all times and you will be given ample opportunity to contribute your own ideas and experience.

Who should attend?

This program is designed for all managers, professionals and others with a need or desire to sharpen their negotiation skills. It is suitable for those engaged in a change-management role, who are responsible for influencing performance outcomes, as well as anyone engaging in cross-cultural negotiations.

The program will appeal equally to both the private and not-for-profit sectors.

Key principles, powerful techniques

Negotiation for Success has been designed to advance your ability to negotiate in virtually any business situation.

The program will enhance both your understanding of the underlying principles of the discipline and provide you with a vast array of proven tools, techniques and approaches adopted by some of the world's greatest negotiators.

Over the course of the two days you will analyse and learn:

- The importance of thorough preparation.
- How to develop a detailed understanding of other parties' needs.
- The role of information, communication, time and power, and how to adapt these to achieve successful outcomes.
- How to maintain confidence in both formal and informal negotiations.
- The most effective negotiation styles and the situations they're most suited to.
- Negotiating for mutual gain.
- The power of influential language and how to employ it for optimum effect.
- Maintaining control of the negotiation.
- How to avoid negotiating with yourself.
- The sensitivities of negotiating with individuals from different cultural backgrounds.

Effective negotiators understand the importance of preparation, which includes an understanding of the needs of the other party, before the negotiation begins.

"Very informative;

professional, yet

down-to-earth."

2008 feedback

Venue

Executive Education Unit

The University of Adelaide
7th Floor
10 Pulteney Street
Adelaide

Date

Thurs 18 - Fri 19 June, 2009

Time

9am - 5pm
(Light lunches provided)

Cost

\$1,250 per person GST-free
(Group and Earlybird discounts available)

Customisation

This program can be tailored to meet the needs of your organisation.
Phone Andrew Stevens
on 08 8303 5703

Contact

p: (08) 8303 3268

f: (08) 8303 6140

amanda.bramwell@adelaide.edu.au

www.adelaide.edu.au/professions/execed

Group discounts

The fee for one or two participants is \$1,250 per person. For bookings of three, however, a discounted total fee of \$3,187 is offered – a reduction of 15% per person. And for five, a total fee of \$5,000 is offered – a reduction of 20% per person.

Earlybird discount

For registrations **with payment** received no later than 28 days prior to commencement of the program, a discount of 10% applies as per the following table:

	1 person	3 people	5 people
Earlybird Fee	\$1,125	\$2,868	\$4,500
Earlybird Saving	\$125	\$319	\$500
Standard Group Fee	\$1,250	\$3,187	\$5,000

Please note that this program is GST-free.

For more information on this or any other MDP Short Course, call Amanda Bramwell on (08) 8303 3268 or e-mail amanda.bramwell@adelaide.edu.au

Cancellations and deferrals

If written notification of cancellation or deferral is received no less than three weeks prior to the program start date, the full fee will be refunded. If notification is received between four days and three weeks prior to the program start date, a 25% fee will apply. If notification is received less than four working days prior to the program start date, the full fee will be forfeited.

If the intended participant is unable to attend, a suitable substitute will be accepted right up to the morning of the program with no financial penalty.

Accommodation (optional)

While this program is non-residential, there are a number of hotels within walking distance should you require accommodation. Please contact Amanda Bramwell through the channels listed below for further information.

The presenter

David Pender
BEc, MBA (Adel), CA



David is a leading Australian consultant specialising in the development and success of knowledge-intensive organisations.

He has worked widely in the public and not-for-profit sectors both in Australia and overseas concentrating on sustainable performance improvement through people and organisational development. The application of knowledge management principles and negotiation skills are a key part of his work.

David is also an adjunct lecturer at the Business School conducting classes in negotiation, knowledge management and leadership. He is also completing his PhD in knowledge management at the School.

"David's obviously very knowledgeable and experienced in his field."

2008 feedback

Registration Form and Tax Invoice Upon completion of this form, including the relevant payment, this form will become a Tax Invoice. ABN 61 249 878 937

Negotiation for Success: Thurs 18 - Fri 19 June, 2009

YES I/we would like to strengthen the effectiveness of my/our negotiation skills.

Please accept the following registration(s) at this MDP:

Number of people attending: Amount payable (GST-free): \$

Name:
title first name last name

Position:

Organisation:

Postal Address:

Postcode:

Phone: Fax:

E-mail:

My organisation is: Government Non-Government

Method of payment

Cheque (please make payable to The University of Adelaide) and forward with a copy of THIS registration form to Amanda Bramwell at the address below.

Debit my: Mastercard Visa Amex

Card No.:

Cardholder's Name:

Signature: Expiry date:

I would prefer not to receive promotional material regarding future programs offered by the Executive Education Unit.

Now mail or fax to:

Amanda Bramwell
Executive Education Unit
The University of Adelaide, SA 5005.
Fax: (08) 8303 6140.