

# Win-Win Negotiations: Agile Thinking, Mutual Commitment

## Core skills developed



Decision making & judgement



Productivity & personal effectiveness



Leading self & others



Collaboration & teamwork



Effective communication



Adaptability & learning agility



Relationship & stakeholder management



Analytical-thinking & problem solving



Emotional Intelligence (EQ)



Digital literacy & tool confidence

## Benefits

### Shape agreements people stand behind

Formal negotiations influence outcomes in sales discussions, partnerships, contracts and cross-organisation agreements. In these situations, professionals need more than confidence or persuasion. They need the ability to prepare rigorously, read shifting positions and protect value while keeping negotiations constructive. This course focuses on negotiation as a structured exchange where interests, constraints and commitment must align.

Participants work on clarifying objectives, shaping proposals, handling resistance and reframing stalled discussions to move negotiations forward. The emphasis stays on judgement, adaptability and mutual value rather than pressure tactics. The result is stronger negotiation capability and agreements that people stand behind.

- ✓ Course participants will reach goals more easily, secure agreements with greater confidence and perform more effectively in complex discussions.
- ✓ Stakeholders will rely on clearer agreements, shared expectations and well-judged outcomes that support ongoing working relationships.
- ✓ Your organisation will achieve more dependable agreements and stronger partnership continuity, reinforcing its reputation as a credible and reliable partner.

# Modules

## Positioning yourself for effective negotiation 1

- Mastering the negotiation process
- Identifying personal negotiation habits that impact credibility and influence

**Competency:** Set clear development priorities by recognising how current communication habits influence challenging workplace discussions.

## Understanding the starting point 2

- Getting an early sense of what the other party may value before positions harden
- Using questions and preparation to reduce assumptions and surface real priorities

**Competency:** Identify positions and underlying interests using research and questioning to support productive negotiation.

## Building a persuasive case 3

- Clarifying best outcomes so proposals feel focused and realistic
- Organising ideas into a pitch that reflects shared interests and professional intent

**Competency:** Create effective proposals by identifying a range of potential outcomes that align with the interests of all parties involved.

## Strengthening professional trust 4

- Creating early credibility with new stakeholders so discussions start on solid ground
- Maintaining trust and balance when negotiating with people you already know

**Competency:** Develop purposeful and trust-based relationships with both new and existing stakeholders to support smoother interactions.

## Presenting with confidence and poise 5

- Presenting proposals with clarity and confidence so ideas land as intended
- Handling questions in ways that protect direction and professional presence

**Competency:** Make opening proposals with confidence and respond to questions with professional composure and mental agility..

## Maintaining momentum in difficult discussions 6

- Adjusting proposals when priorities shift so conversations keep moving forward
- Reframing stalled discussions to restore momentum and engagement

**Competency:** Adapt your pitch and approach to bypass roadblocks and ensure negotiations continue to move forward.

## Concluding discussions with clarity and commitment 7

- Bringing discussions to agreement in ways that feel balanced and workable
- Confirming commitments and next steps so expectations stay clear

**Competency:** Successfully conclude negotiations by reaching clear agreements and securing firm commitment to agreed-upon next steps.

## Designing your negotiation roadmap 8

- Reflecting on progress, techniques and tools
- Turning insight into practical goals that strengthen future negotiation confidence

**Competency:** Create a tailored roadmap of negotiation techniques and tools to transfer learning into the workplace

# Outcomes

- ★ Enter negotiations with clear intent, confidence and a strong professional stance
- ★ Build rapport and trust during discussions so conversations stay constructive and collaborative
- ★ Move negotiations forward to agreement with shared understanding, commitment and clear next steps