

# Allowing others to have “YOUR” way!

## *Negotiating and Positioning to Influence*

### Overview

Honing your influencing and negotiation skills can increase your performance - consistently giving you more favorable outcomes.

Negotiation is more than price and timing, it's not only position or added value, finalising contracts and terms and conditions - it's the fully integrated approach to everything you do to influence favourable outcomes within your job role and with your peers.

In this one day workshop you'll learn how to prepare and improve your performance in what can sometimes be challenging, politically sensitive or controversial situations.



### Content

#### **What is the difference between negotiation and influence?**

- Discover the key differences between influence and negotiation.
- What makes someone effective at influencing and negotiating?

**Setting objectives** – this is crucial in order to set your strategy for the negotiation.

**Gathering information** – why are you coming to the negotiation table? Exactly what is it that you want?

**Understand the stakeholders** – whether you're making a deal or settling a dispute, differences are defined by the difference between your thinking and theirs.

**Develop your strategy** – through thorough preparation.

**Develop influencing tactics** – positioning language to influence.

**Effective execution** – verbal and non-verbal communication.

**Application to your world in operations.**

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### Outcomes

#### At the end of the program, you will be able to:

- Recognise the importance and value of positive influence
- Identify the key behaviours of effective negotiators & influencers
- Be more effective when negotiating as a result of increased confidence in your own negotiation style and skills
- Achieve the desired outcomes while maintaining the relationship and without devaluing your position
- Have the ability to plan and prepare for strategic negotiations by using a core framework
- Prepare and position a message to ensure a persuasive argument
- Deal with people you find difficult



“I just wanted to send you a quick email to thank you again for a sensational workshop. I can say without reservation that yours was the most effective, entertaining and well-presented course I have attended. I have come away with a collection of negotiation skills that will add a new dimension to my role.”

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### Your Facilitators from talkforce:

Based in Sydney Australia, talkforce is a successful leadership and people development company and for over 20 years has been operating nationally and internationally.



### Julie Holman

Julie has spent over 13 years at talkforce imparting training and knowledge in all areas related to influence. Julie’s negotiation and sales skills in conjunction with her passion

for working with people to strive towards achieving a shared goal gain great success.



### Gail Bower

Gail has 20 years’ training, facilitating and coaching experience across many industries, enabling her to bring a depth of insight and experiences. Her strengths are

her dynamic facilitation skills and ability to assist clients in transferring their skills and knowledge back to their work place to achieve superior results.

**“You are a champion. I have improved my delegation skills, stress levels, office relationships, leadership skills, honesty and general performance since hooking up with you.”**

### Cost for NAWO members:

**\$700 + GST**

*Exclusively for NAWO Members. We offer NAWO endorsed programs at a reduced cost. The cost of this program is not covered by your corporate/individual membership.*

### 2019 Workshop Dates:

NSW Riverina

9 May

QLD – 5 June

VIC – 12 June

NSW – 3 July

SA – 24 July

WA – 26 July

For more information, please contact the National Association of Women in Operations:

email: [info@nawo.org.au](mailto:info@nawo.org.au)

website: [www.nawo.org.au](http://www.nawo.org.au)

