




Learning Objectives

 This course is designed to enhance the negotiation skills of procurement professionals, equipping them to achieve more favourable and sustainable agreements with third parties.


- Develop a comprehensive understanding of a negotiation conceptual framework to effectively prepare, conduct, and analyse negotiations
- Learn to prepare negotiations with a focus on creating and capturing value
- Know how to improve the negotiation mandate before entering negotiations
- Manage the negotiation process to maximise opportunities for value creation and value capture.
- Understand personal behavioural patterns and cultivate flexibility to adapt to different negotiation scenarios
- Enhance communication skills to improve clarity, influence, and collaboration during negotiations.

General information

 **Audience**
 Any procurement professional in charge of negotiating business deals with external parties.

 **Prerequisites**

- A good command of English or French.
- Have the necessary **technical equipment** to follow online courses.

 **Modalities**
 A 2-day consecutive in face-to-face mode
 OR
 4 half-day online sessions

The pedagogy is detailed opposite.

 **Graduation**
 Digital certificate of attendance

Programme of the trainer-led classes

 16,5 hrs

I. Kick-off webinar - 1 hr

- Discovering the learning journey and the NegoProfilier©
- Sharing expectations
- Introduction to the group.

II. Day 1 - 7 hrs

- Debriefing negotiation practice
- Role play #1
- Debriefing: differentiate approaches in negotiation and main concepts
- Negotiation in a purchasing context: when, what, how
- Creating Value with suppliers
- Effective preparation using the toolkit
- Roleplay #2, Debriefing
- Negotiation meeting management best practices
- Key learnings from day 1 and preparation of personal action plan.

III. Day 2 - 7 hrs

- Which kind of listener are you ?
- Workshop : Questioning techniques
- Workshop: Making effective demands
- Workshop: Improving client account attractiveness to suppliers
- Dealing with typical objections
- Role play #3
- Post negotiation actions
- Key learnings from day 2 and peer to peer coaching sessions preparation.

IV. Feedback webinar - 1.5 hrs

- Review action plan successes and challenges
- Brainstorming on overcoming challenges and capitalising on successes.

Self-learning

 3.5 hrs

 **4 e-modules:**

- Value exchange in negotiation
- Cooperative / non cooperative approach
- Introduction to behavioral reflexes
- Backing negotiation with a Batna.

 **Self assessment using the NegoProfilier © :**

- Core values
- Negotiation practice self assessment
- Preferred listening modes
- Influencing styles.

Detailed programme (I. to IV.) based on the hybrid mode.
 In online mode, the same content is organised into four classes of 3.5 hours each.