

Negotiation



Key points

Aimed at:
Experienced Reps who've completed the Workplace Reps Introductory Certificate course and who negotiate regularly.

Duration:
**National venues - 5 days
Regional/Country venues – check the course dates list or contact your regional education office.**

Key aims

To provide workplace reps with the confidence to:

- Understand the principles of negotiation and how to get to 'yes'.
- Plan a negotiating strategy as part of the union team.
- Research and prepare information for use in negotiation.
- Understand the long term implications of differing strategies when collective bargaining.
- Finalise and close the negotiation.

Aimed at Workplace reps who negotiate and bargain with their employers - this course provides reps with the skills to select, prepare and use the best negotiating and bargaining strategies when taking part in workplace negotiation.

Who should attend?

Experienced reps who have completed the Workplace Reps Introductory Certificate course, particularly those who negotiate regularly in the workplace.

Learning outcomes

On completion of the course workplace reps should be able to:

- Understand the principles of negotiation and how to get to 'yes'.
- Plan a negotiating strategy as part of the union team.
- Research and prepare information for use in negotiation.
- Describe the phases of negotiation.
- Understand the long term implications of differing strategies when collective bargaining.
- Finalise and close the negotiation.

Pre-course activities

Think about a negotiation you have been involved in either at work or in your personal life, and be prepared to share this experience on the course.

Duration

National venues - 5 days

Regional/Country venues – check the course dates list or contact your regional education office as the duration in each region/country may vary.

Venues

All regional/country and national training centres.

Accreditation and certification

This course is accredited through the Passport to Progress framework.

On successful completion of this course you will be issued with a certificate of unit credit by the Open College Network (OCN).

Progression route

Following this course there is a choice of training programmes available.