

# New Zealand Procurement Academy

## Advanced Contract Negotiation (2 days)

### Objectives

This course is designed to develop and enhance the negotiation skills of procurement and contracting professionals who will lead the negotiation of major procurement and contracting projects.

### Who should attend

Procurement professionals and subject matter experts who are:

- leading negotiations with potential vendors
- Managing large contracts
- Managing relationships with major stakeholders and clients

### Program Content

This program will apply facilitated sessions, group discussion and case studies to address:

- Key principles in successful negotiation
- Assessing negotiation power
- Negotiation style inventory
- Unlocking the mystery of human behaviour
- Using active listening to maximise your negotiation outcome
- The art of persuasion
- The legal and ethical issues
- Detailed planning of your negotiation
- Bargaining for success
- Concluding significantly better agreements as a result of creativity
- Closing the deal
- Managing the negotiation team

### Benefits to participants

On completing this course participants will be able to:

- Apply the key principles of successful negotiation
- Have an increased awareness of the negotiation process

- Use their knowledge of human behaviour to maximise their contract leverage
- Manage conflict
- Effectively plan a major negotiation
- Bargain effectively
- Manage team negotiations
- Effectively negotiate a successful procurement outcome

### **Benefits to the Employer/Organisation**

The sponsoring organisations will benefit through procurement and contracting staff being provided with an excellent basis for:

- Delivering value for money procurement outcomes
- Improved relationship management with clients and stakeholders
- Better performing contractors
- Improved issue management