

## **Negotiation Skills Workshop for VODG**

### **1. Introduction and Objectives**

- Overview of the day's agenda by means of a short opening sketch
- Understanding the importance of negotiation skills in the VODG context.

### **2. Understanding Stakeholders and Business Relationships**

- Analysing stakeholders' perspectives and needs.
- Developing strategies for effective stakeholder engagement.

### **3. The VODG/Council Matrix (Live case study)**

- Discussing the reasons for and against increased funding.
- Identifying key arguments and counterarguments in the negotiation process.

### **4. Effective Networking and Contact Management**

- Techniques for establishing and maintaining influential business contacts.
- Leveraging networks for successful negotiations.

### **5. Listening and Questioning Skills**

- Developing active listening and empathetic questioning techniques.
- Enhancing understanding and rapport in negotiations.

### **6. Negotiation Steps and Tactics**

- Steps for preparing, discussing, signaling, proposing, and closing negotiations.
- Exploring different tactics and their applications.

### **7. Influencing and Persuading Others**

- Techniques for handling disagreement and persuading stakeholders.
- Effective communication strategies for influencing outcomes.

### **8. Workshop. 2 groups brief actors to be both sides of the negotiation. They then get to practice the negotiation first through the actors and then in pairs.**

### **8. Review and Action Planning (30 mins)**

- Summary of key learnings.
- Developing a personal action plan for applying skills in real-world scenarios.