MANAGEMENT TOOL - COMMUNICATIVE COMPETENCE

Elementary -R1 Advanced - R1 Postdocs - R2 Senior Postdocs - R3

Trainer



PD Dr. Angelina Topan Institut für Personalentwicklung und Coaching

- Habilitation in political science
- · Certified trainer and coach

Areas of specialization:

- Negotiation strategy
- · Leadership training
- Individual Coaching

Negotiating Successfully with the Harvard Strategy



Objective

Negotiations are an integral part of our lives and a basic way of getting what we want from the other person. We negotiate with colleagues about the distribution of work, with superiors about the approval of research stays, salaries and promotion opportu-

The Harvard approach is a results-oriented negotiation strategy that emphasizes mutual benefit and the development of long-term relationships, ideally based on part-

Participants learn methods that enable them to achieve a win-win result for all negotiating parties on the factual and argumentative level. On the emotional level, the focus is on long-term relationship maintenance, since one usually negotiates more frequently with the same negotiating partners.

Description

The focus is on the development of a negotiation strategy as well as on the application of negotiation techniques and is therefore practice-oriented. For this reason, it is advantageous if the participants develop the contents on their own cases. A more in-depth theoretical discussion can take place in self-study with the help of the literature references.

This workshop consists of individual online coaching sessions of 2 hours in German or English. During this session participants can work on their individual topics, e.g.

- Negotiating working hours, (additional) work packages, salary, demanding supervision
- Explore negotiation leeway
- Formulate demands without appearing too demanding
- Stand firm & confident in negotiations
- Negotiating with different project partners and stakeholders

After the individual consultation, participants will be able to

- distinguish positions from interests and represent their own interests with steadfastness.
- design a negotiation strategy that enables win-win results,
- deal constructively with objections and convince with arguments,
- set up and manage a negotiation meeting professionally.

A statement of expectations will be sent to you approx. 10 days in advance so that your individual priorities can be determined.

1 Organizational Information

| Language / Format | Deutsch & English / Online |
|-------------------|---|
| Target group | Advanced Doctoral Candidates and Postdocs (R2/R3) from all faculties |
| Date | Monday, 6 May 2024 Monday, 13 May 2024 Wednesday, 15 May 2024 Thursday, 6 June 2024 2 hours individual coaching sessions: 8:30 – 10:30 & 10:45 – 12:45 Appointments are assigned in advance via Doodle. |
| Registration | For registration click here |