

➤ G003 - Influencing without Authority (1 Day)

Course Description

You will learn proven skills and techniques to obtain what you require, probe, and discover the needs, wants, and drivers of other parties, and reach final outcomes that are beneficial and equitable to all parties. This workshop is especially focused on the need to negotiate and influence without formal authority bases.

*Negotiate
your way
to success!*

Course Objectives

Upon completion of this course you will gain an understanding of:

- ✓ Power Bases and Influence Factors
- ✓ Basic principles of negotiation and influencing without authority
- ✓ The Win-Win Philosophy
- ✓ How important are relationships in the influencing process
- ✓ Uncover your negotiating and conflict management style
- ✓ Questioning techniques to solicit information from stakeholders
- ✓ Recognizing and handling various negotiating tactics
- ✓ Negotiating and influencing external parties: vendors
- ✓ Influencing techniques for organizational change
- ✓ Managing change and influencing resisters

Role-playing and case studies will enhance the participants' experience and enable them to learn practical ways to apply negotiation to everyday work experiences.

Competencies supported: Leadership, Personal Development, Communication, and Negotiation