

Female Members Workshop – 131124
Negotiating Successfully and Saying No Effectively
November 13, 2024 in Frankfurt a.M.

This seminar focuses on articulating and defending one's interests without damaging working relationships. Based on the Harvard negotiation concept the participants will learn how to negotiate more successfully. It includes techniques for saying "no" in a way that is likely to be accepted and minimizes annoyance. The seminar is targeted at young women in science, such as PhD students, PostDocs, and junior professors.

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| 10.00 – 12.30 | Successful negotiations <ul style="list-style-type: none">• Introduction: How to achieve beneficial agreements: Identifying interests, developing multiple options, having a plan B (best alternative)• Conditions for effective negotiations: role of power and defining power• Persuasive communication• Challenges for Women in negotiations• Role plays with typical situations of the participants |
| 12.30 – 13.30 | Lunch |
| 13.30 – 15.30 | Saying NO effectively <ul style="list-style-type: none">• Techniques for Saying No: yes-no-yes-formula• Strengthening your "No"• Role plays |
| 15.45 – 17.30 | Strategies for Difficult Negotiation Situations <ul style="list-style-type: none">• Handling Emotions• Facilitating Acceptance of Your Proposal• Specific Challenges for Women, e.g. salary negotiations• Preparation and follow up |
| 17.30 – 18.00 | Summary <ul style="list-style-type: none">• Key take aways• checklists |