



MASTER COMPROMISE AND RESOLUTION WITH A

CERTIFICATE IN NEGOTIATION

WHY EARN A CERTIFICATE IN NEGOTIATION?

Although negotiations are an integral part of our lives, techniques for managing these situations are not instinctive; they must be learned. Experienced negotiators utilize an array of tactics and factors to make decisions, from the relationships involved to what type of negotiation strategy to employ. This certificate helps learners develop the skills and strategies needed to become more effective negotiators.

WHAT WILL I LEARN?

Completing our online certificate in negotiation prepares you to:

- Define negotiation and explain the differences between types of negotiation
- Describe the steps that should be taken to plan for a negotiation
- Identify behaviors that can pose challenges to a negotiation and may cause impasses
- Describe the most common causes of personal and workplace conflict
- Explain the five steps of the negotiation process
- Identify the challenges posed by multiparty negotiations, and describe strategies for meeting those challenges
- Explain the additional preparations needed before undertaking international or cross-cultural negotiations
- Identify how best to circumvent impediments to achieving a cooperative resolution
- Apply the concepts of negotiation to real-world scenarios

For more information and a complete list of courses, visit:

CAREER PATHS

Many careers require negotiation skills, from sales representatives to top executives. The U.S. Bureau of Labor Statistics (BLS) expects that overall employment of arbitrators, mediators, and similar occupations that primarily facilitate negotiation are projected to grow 6% from 2023 to 2033, faster than the average for all occupations. Common career paths or growth opportunities that require negotiation skills include:

Contract Negotiators

Contract negotiators engage in contract discussions with clients, customers, and other organizations for the purposes of reaching fair and mutually-beneficial agreements. They also prepare and evaluate contracts, negotiate terms, and resolve disputes. While some work for organizations directly, others work independently with their clients. Contract negotiators need strong communication skills to facilitate discussions and clarify each side's concerns, interests, and issues.

Account Executives

Account executives plan and execute sales strategies for clients. Their responsibilities primarily include negotiating sales deals, conducting sales presentations and calls, analyzing client feedback, and resolving customer concerns and questions. Account executives skilled at negotiation are better able to reach favorable agreements, maintain client relationships, and gain new customers for their organizations.

Business Development Managers

Business development managers are primarily responsible for planning and implementing sales strategies for their organizations. They must be able to communicate effectively, build relationships between negotiating parties, and help the parties reach mutually-beneficial agreements. Negotiation skills can help these managers develop organizations in more productive and efficient ways by improving the results of deal-making processes.

The Certificate in Negotiation is available 100% online.

The courses included in this certificate carry:

PMI PDUs | IACET CEUs | HRCI Credits | ATD CI Credits | SHRM PDCs

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