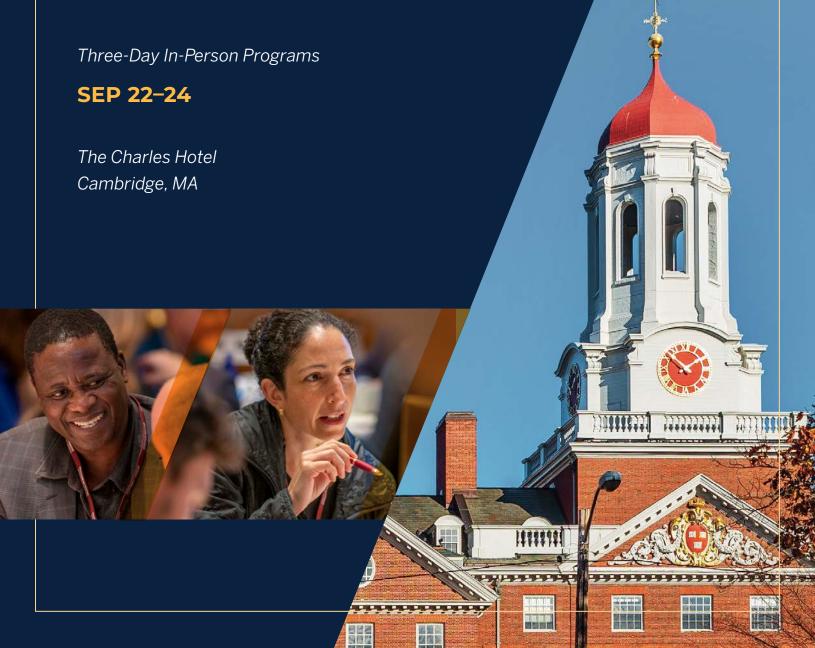


NEGOTIATION AND LEADERSHIPDEALING WITH DIFFICULT PEOPLE AND PROBLEMS



THE WORLD'S PREMIER PROGRAM ON NEGOTIATION

In-person programs

Dear Executive:

I've dedicated my career to studying the theory and practice of negotiation, and I know without a doubt that negotiation is an essential skill for leaders and executives. At the Program on Negotiation, we believe that with training, everyone can become a better negotiator, and when you are a skilled negotiator, you will have greater success at closing deals, building partnerships, and avoiding costly disputes. This Executive Education program, Negotiation and Leadership, distills cutting-edge research and real-world examples into three days of targeted negotiation training. If you are ready to become a more skilled negotiator and a more effective leader, I strongly encourage you to join us in Cambridge at one of our upcoming sessions.

Guhan Subramanian

Chair, Program on Negotiation at Harvard Law School

Joseph H. Flom Professor of Law and Business, Harvard Law School

H. Douglas Weaver Professor of Business Law, Harvard Business School

Earn a Certificate of Completion from Harvard Law School



Upon successful completion of the program, participants will receive an official certificate of completion from the Program on Negotiation at Harvard Law School.

NEGOTIATION AND LEADERSHIP

September 22–24 The Charles Hotel | Cambridge, MA

Day 1

8:00 am – 9:00 am Registration, Continental

Breakfast, and Overview

9:00 am – 12:30 pm **Negotiation Fundamentals: Key**

Concepts and Core Vocabulary

12:30 pm – 1:30 pm Lunch

1:30 pm – 5:30 pm Managing the Tension Between

Creating and Claiming Value

5:30 pm – 6:30 pm Welcome Reception

Day 2

7:30 am – 8:30 am Continental Breakfast 8:30 am – 12:30 pm **Managing Emotions and**

Relationships

12:30 pm - 1:30 pm Lunch

1:30 pm – 5:30 pm **Dealing with Difficult Situations**

Day 3 ___

7:30 am – 8:30 am Continental Breakfast 8:30 am – 12:30 pm **Complex Negotiations and**

Organizational Challenges 12:30 pm – 1:30 pm Lunch

1:30 pm – 5:00 pm **Leading Through Negotiation**

5:00 pm Adjournment

With in-depth one-day bonus sessions:

September 25 | 8:30 am - 4:30 pm

Leveraging the Power of Emotions as You Negotiate,

Daniel L. Shapiro

October 23 | 8:30 am - 4:30 pm

Negotiating in Uncertain Times: Turning Disruption into Opportunity, Brian Mandell and Tim McDonald

December 11 | 8:30 am - 4:30 pm

The 4P Framework for Strategic Negotiation and Leadership, Robert Wilkinson



Program on Negotiation at Harvard Law School: A university consortium dedicated to developing the theory and practice of negotiation and dispute resolution. **Harvard | MIT | Tufts**





UNDERSTANDING KEY NEGOTIATION CONCEPTS

MORNING

Negotiation Fundamentals: Key Concepts and Core Vocabulary

9:00 am - 12:30 pm

Negotiation is a high-transaction-cost activity, and the side that is better prepared nearly always has the upper hand. This session will examine core frameworks of negotiation, including the importance of principled bargaining and shared problem solving.

Alongside your fellow participants, you will:

- Prepare for your negotiation
- Explore the difference between interests and positions
- Determine alternative options you are open to if you cannot reach an agreement with your counterpart
- Learn to analyze a negotiation problem and find ways to unlock new value
- Evaluate your standing with your counterpart and identify potential actions for developing a more positive relationship

Through negotiation exercises and interactive discussions, you will examine ways to structure the bargaining process to accommodate joint problem solving, brainstorming, and collaborative fact finding. These frameworks will help you create smarter negotiation conditions, make more strategic decisions, and leave the bargaining table with improved outcomes.



This is a thought provoking, inspiring program. The speakers are fantastic and what really takes it to the next level is the diversity of the attendees. I have never experienced anything like it. Incredible.

-SHEENA MCEWEN

VP, Head of Distribution, Legal & General Retirement America



AFTERNOON

Managing the Tension Between Creating and Claiming Value

1:30 pm - 5:30 pm

In most negotiations, we pursue two goals: value claiming and value creating. Successful negotiators know how to create more value by negotiating trades across issues and then claim the lion's share of that value through distributive negotiation strategies. In this session, you will:

- Learn to clarify your interests and priorities, and then estimate your counterpart's interests and identify which interests are shared and which are different
- Identify the range of alternatives you are willing to consider if your counterpart does not give consent
- Brainstorm possible agreements or concessions that might creatively satisfy both parties' interests
- Establish legitimacy for your side by exploring arguments that make an agreement or a term feel more fair and appropriate
- Assess your relationship with your counterpart and determine whether you can take steps to generate positive emotions and avoid negative reactions
- Outline your communication strategy and ask yourself: What do you want to learn from your counterpart? What are you willing to share? What is your agenda, and how will you handle disagreements or stalemates?
- Identify opportunities to capture and create value by understanding the other party's interests and goals, and recognizing that cooperative behaviors facilitate value creation while competitive behaviors do not

You will learn how to evaluate the best alternative to a negotiated agreement, create a zone of possible agreement, and implement the mutual gains approach to negotiation.



MANAGING INTERPERSONAL DYNAMICS

MORNING

Managing Emotions and Relationships

8:30 am - 12:30 pm

Negotiating better outcomes is contingent upon building successful relationships. To be effective, executives must learn to navigate personality differences, diverse agendas, and social pressures. Building on the frameworks learned the previous day, you will examine how positive working relationships are vital to creating and implementing lasting agreements. You will discover strategies for:

- Identifying the core concerns that must be addressed to manage emotions in the workplace
- Creating a relationship through engagement (Who are we?), framing (What are we doing?), and process (How will we do it?)
- · Projecting warmth and competence
- Determining when to cooperate to create value and when to compete to claim your share
- Recognizing the structure and social context of the game
- Understanding your own negotiation style and the styles of others
- · Understanding your own biases and tendencies
- · Avoiding common pitfalls and errors
- Achieving negotiation success
- Strengthening interpersonal relationships in business

By taking part in negotiation simulations, you will gain a better understanding of different negotiation and decision-making strategies—enabling you to determine which approach is most appropriate in a given situation.

AFTERNOON

Dealing with Difficult Situations

1:30 pm - 5:30 pm

In this session, you will be introduced to a set of breakthrough strategies for dealing with manipulative tactics, stonewalling, and obstructive behavior. Designed to enhance your skill in mutual gains negotiation and increase your proficiency in overcoming hard bargainers and hard bargaining situations, this session will help you to:

- Equip yourself for difficult negotiations
- Prepare to negotiate when you do not have much time
- Understand the importance of active listening
- Improve your ability to analyze a situation and choose the appropriate strategy and response
- · Neutralize threats, lies, and insults
- · Deal with someone who is more powerful than you
- Handle power more constructively
- · Regain control of the negotiation
- Identify and control your own tendencies in the face of conflict
- Separate intention from impact
- Proactively change the game by how you play

You will learn to recognize the most common manipulative tactics used by difficult people, along with strategies for neutralizing their effects. Discover how to succeed, not by defeating the other side but by advocating persuasively for your own.



This experience was nothing short of transformative. The faculty's expertise in negotiation dynamics is evident in every session. They don't just teach negotiation strategies; they delve deep into the psychology behind negotiations, empowering you to understand not just the 'how' but also the 'why' of various techniques. This deep understanding is what sets this program apart.

-DR. ANDREW YIP

Head of Innovation and Ecosystem Activation, Topian



ADDRESSING NEGOTIATION COMPLEXITIES

MORNING

Complex Negotiations and Organizational Challenges

8:30 am - 12:30 pm

In managing internal and external negotiations, what can you do to maximize the deal for both sides—even in the face of obstacles and barriers? What tools work best for managers who need to shape agreements and informal understandings within a complex web of relationships? In this session, you will discover strategies for anticipating and responding to an array of complicating factors—from multiple parties and coalitions to cultural and value differences. You will acquire sophisticated techniques for:

- Working in complex situations and planning ahead for future negotiations
- Understanding the tension between principals and agents
- Beginning to deal with multiparty negotiations, including building coalitions, mapping out stakeholders, and blocking coalitions
- Examining value differences and determining when they can be reconciled (and when they cannot)
- Coping with values-based disputes
- Responding to obstacles
- Adopting preparation guides and procedures
- Committing to value-creating moves
- Considering contingent agreements that take into account different assumptions about the future
- Identifying internal obstacles that can hinder your negotiations
- Overcoming anxiety about committing to cooperative efforts that can create value

AFTERNOON

Leading Through Negotiation

1:30 pm - 5:00 pm

People become skillful negotiators and leaders through practice and analysis. In this culminating session, you will have the opportunity to practice many of the key concepts, frameworks, and tools you have acquired throughout the program, while learning about the challenges of team decision making. Using a final relevant case study, faculty will bring to life some of the challenges of negotiation and leadership that you will face when you return to your professional roles and responsibilities. You will practice with the tools you have added to your tool kit, building negotiation agility and resilience so that you can lead more effectively within and beyond your organization.

The curriculum will focus on the following key lessons:

BUILDING BLOCKS TO NEGOTIATION PROFICIENCY

- 1 Negotiation Fundamentals—Key Concepts and Core Vocabulary
 The negotiator as an interest-based bargainer who recognizes
 possibilities for mutual gains
- Managing the Tension Between Creating and Claiming Value
 The negotiator as a creative problem-solver
- Managing Emotions and Relationships
 The negotiator as an effective navigator: handling difficult conversations and personality styles
- 4 Dealing with Difficult Situations

The negotiator as an active listener: recognizing and responding to manipulative tactics and obstructionist behaviors

- Complex Negotiations and Organizational Challenges
 The negotiator as a cross-boundary, multistakeholder
 coalition builder
- Putting It All Together: Leading Through Negotiation
 The negotiator as a resilient, reflective, and resultsdriven practitioner

PROGRAM ON NEGOTIATION TEACHING TEAM

Our faculty are among the world's leading scholars and teachers of negotiation theory and practice.



James Sebenius Gordon Donaldson Professor of Business Administration, Harvard Business School; Director, Harvard Negotiation Project



Max Bazerman Jesse Isidor Strauss Professor of Business Administration, Harvard Business School; Co-Director, Center for Public Leadership, Harvard Kennedy School



Deepak MalhotraEli Goldston
Professor of Business
Administration, Harvard
Business School



Daniel L. Shapiro
Associate Professor of
Psychology, Harvard Medical
School/McLean Hospital;
Director, Harvard International
Negotiation Program;
Associate Director, Harvard
Negotiation Project



Gabriella Blum Rita E. Hauser Professor of Human Rights and International Humanitarian Law, Harvard Law School; Vice Dean for the Graduate Program and International Legal Studies, Harvard Law School



Brian S. Mandell
Mohamed Kamal Senior Lecturer
in Negotiation and Public Policy,
Harvard Kennedy School (HKS);
Director, HKS Negotiation Project;
Faculty Associate, Center for
Public Leadership, HKS; Vice
Chair for Executive Education for
the Program on Negotiation at
Harvard Law School



Douglas Stone Lecturer, Harvard Law School; Co-Founder, Triad Consulting



Debbie Goldstein Lecturer on Law, Harvard Law School; Lecturer on Education, Harvard Graduate School of Education; Managing Partner, Triad Consulting



Tim McDonald Senior Fellow, Center for Policy Design; Assistant Policy Researcher, RAND Corporation; Visiting Researcher, Program on Negotiation at Harvard Law School



Guhan Subramanian
Faculty Chair, Program on
Negotiation at Harvard Law School;
Joseph H. Flom Professor of Law
and Business, Harvard Law School;
H. Douglas Weaver Professor of
Business Law, Harvard Business
School; Faculty Chair, JD/MBA
Program, Harvard University



Sheila Heen Thaddeus R. Beal Professor of Practice, Harvard Law School; Deputy Director, Harvard Negotiation Project; Co-Founder, Triad Consulting



Julia A. Minson Associate Professor of Public Policy, Harvard Kennedy School



Lawrence E. Susskind Ford Professor of Urban and Environmental Planning, Massachusetts Institute of Technology



Kessely Hong Senior Lecturer in Public Policy and Faculty Chair of MPA Programs, Harvard Kennedy School



Robert H. Mnookin Samuel Williston Professor of Law, Harvard Law School; Former Chair, Executive Committee, Program on Negotiation at Harvard Law School; Director, Harvard Negotiation Project



William L. Ury Senior Fellow, Harvard Negotiation Project; Co-Founder, Program on Negotiation at Harvard Law School



Audrey Lee Lecturer, Mediation and Diversity & Dispute Resolution, Harvard Law School; Senior Mediator, Boston Law Collaborative, LLC



Bruce M. Patton Co-Founder and Distinguished Fellow, Harvard Negotiation Project



Robert Wilkinson Senior Lecturer in Public Policy and Leadership, Harvard Kennedy School

WHAT OUR PARTICIPANTS SAY

"This program offered a great learning experience with experts that are at the top of the field. The role-play exercises gave me hands-on experiences to try out different strategies and learn from other participants. Highly recommend!"

ALLY WU | Director of Business Value Services, Salesforce

"If you want to spend time listening and talking with the authors of the best negotiation books and resources in the world, then this is the only program for you."

ENDA YOUNG | Founder, Negotiation Program at the William J Clinton Leadership Institute at Queen's University Belfast

"An exceptional program focused on complex and difficult negotiations, bringing great insights for those who use it in daily business."

PATRICIA PALAZZO | Procurement Manager, Novo Nordisk

"This was an enriching, memorable, and thoroughly enjoyable experience. The balance between lecture and practical role-play was very effective. The lecturers were dynamic and engaging, and the worldwide diversity of the class participants was refreshing."

ALEX EPSTEIN | Chief Operating Officer, Blue Ridge Power

"An exceptional course instructed by the best in the field and attended by diverse professionals representing all spectrums of business and government."

TYLER JOHNSON | Director of Operations, United States Air Force

"It is an extremely well-prepared, well-delivered program packed with invaluable theoretical frameworks, research data, and highly efficient exercises and practical tips. I feel well equipped to start applying what I learned in my work and life environments."

ANNA VIDYAKINA | Senior Director, Corporate Development, The Coca-Cola Company

"This program gives you a unique opportunity to learn and hear from world-renowned experts."

JITESH KUNTAWALA | Senior Manager, Credit Karma

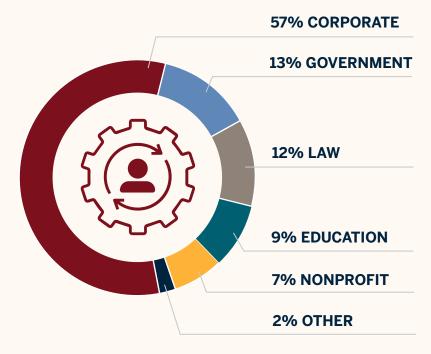
"The professional and personal implications that this program can have on difficult situations and conversations in your life are wonderful. I found this program incredibly effective in guiding me toward integrative negotiations and win-win outcomes."

MATT HANSANA | Lead Business Partner, Business Partnerships & Negotiations, Target



WHO ATTENDS

INDUSTRIES



Sampling of organizations whose executives have participated in our programs:

Allied Pilots Association

Birch Hill Equity Partners

Canadian Memorial Chiropractic College

Centrais Elétricas Brasileiras S.A. (Electrobras)

Citizens Property Insurance

Corporation

Clairvest

Embraer

Federal Energy Regulatory

Commission

Google

NextEra Energy Resources



Penguin Random House

Salesforce

Sherwin-Williams

Target Corporation

United Nations

Vertex Pharmaceuticals

Vestas

Weill Cornell Medicine

JOB TITLES



22%
MANAGER

21% DIRECTOR

11%
PRESIDENT, CEO,
OWNER

6%
PARTNER/
PRINCIPAL

5% ATTORNEY

3% PROFESSOR

HAILING FROM
100+
COUNTRIES



ATTENDEES

66% MALE 34% FEMALE



36%
ATTEND WITH ONE OR
MORE COLLEAGUES



64% REGISTER INDIVIDUALLY

