

A Workshop for YOU, Women Graduate Students,  
Postdoctoral Fellows and Faculty

## NEGOTIATIONS, COMMUNICATIONS AND PROBLEM SOLVING

We are all constantly involved in negotiations –  
from who will take out the trash, to ordering of co-authors,  
to negotiating job needs and workload

September 9, 2016

1:30 to 4:30 pm

Trabant Rm 209/211

To reserve your spot: [UD-ADVANCE@udel.edu](mailto:UD-ADVANCE@udel.edu)

### ***This Workshop to include:***

- \* How to enhance personal presence with verbal and non-verbal cues
- \* Key Elements of Negotiations; clearly asking for what you want; developing a BATNA or “best alternative”
- \* What to say in the first five minutes of a negotiation
- \* Techniques for responding to difficult or abrasive behavior
- \* Assessment of personal conflict resolution styles using case studies
- \* Personal practice with small group coaching feedback

### **WORKSHOP PRESENTERS**

**Nancy Houfek** when at Harvard was Head of Voice & Speech for the Tony Award winning American Repertory Theater. She has worked with performers and public speakers. She presents workshops combining theater, negotiation, and leadership techniques.

**Jane Tucker** received her PhD in Organizational Development from UNC. After many years in higher education teaching and administration, she has developed her own consulting firm specializing in negotiation, leadership skills, and executive coaching.

**The Workshop Presenters** are consultant educators with COACH ([coach.uoregon.edu](http://coach.uoregon.edu)) through support from the National Science Foundation and the Department of Energy.

*Workshop is free but attendance is limited.*  
*Email [ud-advance@udel.edu](mailto:ud-advance@udel.edu) to reserve a seat*

QUESTIONS? Please contact:  
Pam Cook [cook@udel.edu](mailto:cook@udel.edu)  
Rachel Davidson [ravidso@udel.edu](mailto:ravidso@udel.edu)

Sponsored by:



NSF Grant No. HRD-1409472