

SOUTH WEST

Thursday
20 October, 2016

Negotiation Skills

This course will be tailored to suit the construction industry and all activities and discussions will be relevant to this sector and site procedures to deal with conflict situations. The course will be facilitated by trainers who have current experience on construction sites and are familiar with the types of conflict that occur in this environment.



Learning outcomes

- Negotiation outcomes
- Strategies for success
- How to create a win/win
- Planning for an alternative outcome
- Role plays and scenarios



Being able to negotiate onsite is critical when dealing with clients, contractors, subcontractors and conflicting job requirements for different work teams and departments. This course offers the participant a clear understanding of how a win/win negotiation can be achieved.

Lots of opportunity to practice, with role plays and scenarios for discussion.

DATE:	Thursday 20 October, 2016		
TIME:	9.00am - 1.00pm		
TRAINER:	Alana Dowley – Director, Encore Legal Pty Ltd		
VENUE:	Master Builders Association, 19 Clifford Street (Cnr. Ray Jordan Way), Bunbury		
COST:		<u>Course Fee</u>	<u>Total</u>
	MBA Member eligible for CTF subsidy	\$270.00 - \$136.00 [^]	\$134.00*
	Non-member eligible for CTF subsidy	\$310.00 - \$136.00 [^]	\$174.00*
	MBA Member	\$270.00	\$270.00*
	Non-member	\$310.00	\$310.00*

To book your place on this training course, please complete the accompanying registration form.

If you require further assistance, please contact the South West office on **9726 0939**
or email southwest@mbawa.com



*The Construction Training Fund provides funding support for training of eligible workers in the construction industry.
We acknowledge the support of the Construction Training Fund in reducing costs of training for eligible workers.*

*Prices subject to change. [^]Construction Training Fund (CTF) subsidy available for eligible course participants.
This course is GST free.



NEGOTIATION SKILLS

Thursday 20 October, 2016 9.00.am - 1.00pm

Please Note: This course is subsidised by the Construction Training Fund (CTF) for eligible participants. Master Builders requires participants details be provided as indicated below, otherwise the full fee will apply.

PARTICIPANT DETAILS:

Surname:		First name:	
Date of birth:			
Mobile:		Email:	
Home address:			
Suburb:			Postcode:
Job/Trade title:			
Job description (brief detail):			

EMPLOYER/COMPANY DETAILS:

Master Builders member name:			
Employer/company name:			
Address:			
Suburb:			Postcode:
Contact name:		Email:	
Phone:	Fax:	Mobile:	
Please <u>tick</u> the industry sector in which you work		Commercial <input type="checkbox"/>	Housing <input type="checkbox"/> Engineering <input type="checkbox"/>

PAYMENT & REGISTRATIONS DETAILS

Payment must be received prior to the course date to secure your place & receive your confirmation.

EMAIL: southwest@mbawa.com **FAX:** 9726 0949

POST: Master Builders Association, P.O. Box 253, Bunbury WA 6231

Course Costs	Master Builder member	Non-member
Eligible for CTF subsidy	\$134.00 per person	\$174.00 per person
Not eligible for CTF subsidy	\$270.00 per person	\$310.00 per person

Please note that course costs subject to change. This course is GST free.

Method of Payment	Cash <input type="checkbox"/> Cheque <input type="checkbox"/> Credit Card <input type="checkbox"/> Money Order <input type="checkbox"/>	Amount: \$
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Credit Card Details (please tick):	Bankcard <input type="checkbox"/> MasterCard <input type="checkbox"/> Visa <input type="checkbox"/>
Card number: _ _ _ _ / _ _ _ _ / _ _ _ _ / _ _ _ _	Expiry date: _ _ / _ _
Cardholders name:	Signature:
EFT Direct Credit Details: BSB: 306 051 ACCOUNT: 038 925 1 REFERENCE: Please quote invoice number	

Cancellation Notice	A refund will not be provided for no shows on the day of the course, or cancellations less than 5 working days prior to the course date. You may, however, substitute another person up to 24 hours prior to the course.
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If you require further assistance, please contact Master Builders South West on **9726 0939** or email **southwest@mbawa.com**

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