

EVERYDAY NEGOTIATIONS AT WORK

WHAT IS AN EVERYDAY NEGOTIATION AT WORK?

In preparation for the interview, we would like you to reflect on a time in the last month or so when you needed to persuade someone in your organisation to give you something you needed.

The negotiation to be discussed should be within the workplace (so you are asking for something work related), it doesn't matter what you asked for. It could be related to pay, or responsibilities, or work hours - really anything that relates to your job and you had to negotiate with someone in your organisation to get it.

It doesn't need to be a successful negotiation. We learn just as much from unsuccessful negotiations as from successful negotiations.

Our focus is about instances where you asked for something for yourself; you were trying to improve things for yourself, not negotiating on behalf of your team or others.

As we'd like it to be a recent example, ideally it should be in the last month. However, if you have a clear recollection of the negotiation, then a negotiation that happened in the last three months is okay.

The negotiation can be up, down or across – for example it can be a negotiation with your manager, one of your subordinates or a peer.

We'd like the example to be an instance when you negotiated with one other person, one on one, for example with one fellow manager, as opposed to all the members of the management team.

The negotiation can be either informal or formal.

In this study, we are focusing only on negotiations initiated by you. The negotiation may have been triggered by another person or event – however, you as the interviewee, must have initiated the negotiation.

For example, a restructure within your organisation may have been the 'trigger' that prompted you to review your workload. But it was you who made a conscious decision to initiate a negotiation with a colleague to persuade him/her to take on some of your tasks in order to reduce your workload. Although the organisational restructure was the initial trigger, you initiated the negotiation.