Successful Negotiation Strategies for Women in the Workplace

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Is it sexism?
Progress:

- 7 female CEOs
- 51.6% of medical scientists, 44.4% of biological/life scientists are women
- 48% of the workforce is women
“The Feminization of Leadership”
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<th>Good Leaders:</th>
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<tr>
<td>• Consult with others</td>
<td>• Listen more than they talk</td>
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<td>• Collaborate</td>
<td>• Motivate people</td>
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<td>• See the big picture</td>
<td>• Adjust plans accordingly</td>
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<td>• Gather facts before making decisions</td>
<td>• Know themselves and can read others</td>
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<td>• Talk through approaches to strategy</td>
<td>• Have unshakeable integrity</td>
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<td>• Recognize potential in others</td>
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“Women Don’t Ask”
Agenda:

- Defining “negotiation”
- Understanding various styles
- 4 Steps to successful negotiation
- Common complications
- Biggest mistakes made by women; overcoming them
- Anything else?
What is “Successful” Negotiation?
The $1000 Game

- Imagine you are one of ten people (all strangers) sitting around a table.

- Someone comes in and says, “I will give a prize of $1000 to each of the first two people who can persuade the person sitting opposite to get up, come around the table, and stand behind his or her chair.”
What would you do?

- You have to move quickly
- What is your IMMEDIATE instinct?
The $1000 Game – Option #1

Decide not to play

- The Avoider
- Prefers not to get involved in the dispute at all
- Dislike stress
- Avoids situations with “winners” and “losers”
- Can be (surprisingly) very difficult to negotiate against
The $1000 Game -- Option #2

Run over and stand behind the chair of the person opposite you, trusting that she will give you a fair share of the $1000

- **The Accommodator**
- Resolves conflict by solving the other party’s problem
- If the counterpart is similar, she shares the wealth
- If the counterpart is not similar, the Accommodator may end up with nothing
- … and later regret (or resent) it
The $1000 Game - Option #3

Yell to the person sitting across from you that she should run over and get behind your chair and that you’ll share the money with her if she does

- **The Competitor**
- First instinct is to see “zero sum” allocations
- Likes to “win”
- May even lie if she’s asked to get up and move, claiming she has a sprained ankle
The $1000 Game - Option #4

If the person across from you is offering you $500 to stand behind her chair, take the deal (even if you made the same offer to her)

- The Compromiser
- Favors deals that give something to each party
- Interested in maintaining relationships
- Tends to “split the difference”
The $1000 Game – Option #5

Suggest to the person opposite you that you BOTH get up and stand behind each other’s chair, so you BOTH get $1000

- The Collaborator
- Tries to find a way for both parties to get the best outcome
- Willing to be creative and brainstorm
- May not be successful against a strong competitor
Which Style is Best?

It depends…
What is Successful Negotiation?

*Monitor your “zones” carefully*

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<th>Comfort Zone</th>
<th>Zone of Intolerance</th>
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<td>• Where the person with whom you work is most comfortable</td>
<td>• Where you feel most comfortable</td>
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<tr>
<td>• Whose needs are being met here?</td>
<td>• Whose needs are being met here?</td>
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<tr>
<td>• How?</td>
<td>• How?</td>
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The Zone of Tolerance

Both parties feel a little discomfort but it is a tolerable amount of discomfort

Remember:
• Everyone must leave a meeting feeling respected, not happy

• Both the giver and recipient of feedback have equal responsibility for the discussion’s outcome
Successful Negotiation in 4 Steps

Strategy – Pre-negotiation Discussion – Negotiation Discussions - Commitment
Step 1: STRATEGY
Pre-Determinants:

- What/why are you negotiating?
- With whom are you negotiating?
- BATNA: best alternative to negotiated agreement
- Your “reservation” price
- ZOPA: zone of possible agreement
- Standards and norms
Step 2:
PRE-NEGOTIATION DISCUSSION
Negotiation Communication

- Develop rapport
- Establish “rules” of negotiation
- ASK clarifying questions – no assumptions
- Discuss your interests/concerns
- Patience!
- Stay positive
Step 3: NEGOTIATION DISCUSSIONS
The Negotiation Process

**Opening:**
- Who starts?
- “Optimistic” start
- “Fair & Reasonable” start

**Agreement:**
- Concessions
- Reflection of understanding
Step 4: COMMITMENT
Giving/Getting Commitment

- Final clarification, definition
- Verbal vs. Contractual
- Timing (deadlines, last minute requests)
- Ending prematurely
Most Common Complications & Mistakes
Complications on YOUR End:

- Overconfidence
- Under confidence
- Lack of preparation
- Irrational expectations
Complications on THEIR End

- “Die-hard” opponents
- Lack of rapport
- Lack of adequate information
- Poor communication
- The wrong parties are involved
- Differences in culture
- Timing
Biggest Mistakes Women Make:

- Being unsure of their “worth”
- Negotiating on someone else’s behalf (i.e. family)
- Apologizing
- Compromising too quickly
- Confusing assertiveness with aggression
- Feeling you have to act “like a man”
- Not negotiating
- Ruminating
When is Negotiation a Bad Idea?

- You are not really interested
- They are clearly not interested
- You do not have a case
- You are not “safe”
- You do not want to – it is your choice
Resources:

- SoMCC: library, consultation, programming
- Gould Center for Conflict Resolution
- Ombudsman/Human Resources
Questions?

Thank you