

Skills for negotiation and for the settlement of employment claims and labor disputes

Academic Year: (2019 / 2020)

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Department assigned to the subject:

Coordinating teacher: NAVAS-PAREJO ALONSO, MARTA

Type: Compulsory ECTS Credits : 1.0

Year : 1 Semester : 1

REQUIREMENTS (SUBJECTS THAT ARE ASSUMED TO BE KNOWN)

Any.

OBJECTIVES

Integrating knowledge and dealing with the complexity of formulating judgments based on information that, being incomplete or limited, includes reflections on social and ethical responsibilities.

Ability to communicate conclusions and the knowledge and justifications to specialized and non-specialized public.

Teamwork demonstrating adaptability and integration into different groups.

Showing a high sense of personal responsibility and deontological behaviours during the intervention in processes related to the professional practice.

Ability for individual and collective negotiation between different parties

Proposing and providing solutions to current problems related to legal or contractual obligations in labour and social security matters in all kinds of organizations.

Designing strategies or plans to prevent future problems related to legal or contractual obligations in labour and social security matters in all kinds of organizations.

Drafting documents of any level of complexity in any field of labour relations and social security.

Advising all kinds of companies, organizations, workers, social agents, public administrations on conducts in labour and social security matters in all kinds of situations.

Negotiating contracts, agreements, plans and programs and giving autonomous solutions to real conflicts in labour and of social security matter.

Establishing relationships between different types of information (juridical and external) in order to find solutions and to formulate creative and original offers in the area of the labour relations and social security.

Developing an ability to negotiate and the skills for resolution of conflicts.

Approaching the different negotiation techniques, and knowing the necessary formulas to solve conflicts in an effective way.

DESCRIPTION OF CONTENTS: PROGRAMME

Topic 1: Negotiation skills companies

- Basic elements of negotiation in companies

- Necessary negotiation skills
- Models of Negotiation. Positional negotiation.
- Models of Negotiation. Negotiation based on principles.
- Best Alternative to a Negotiated Agreement (BATNA)
- The Map of interests
- Roles and figures in negotiation
- Behavior towards difficult negotiators

Topic 2: Skills in collective negotiations

- The negotiation. Concepts.
- Types Collective bargaining in companies
- Knowledge and skills necessary for effective collective bargaining
- Stages of the negotiation process
- Formulas for success in negotiations.

Topic 3: Negotiation and conflict resolution

- Concept of conflict
- The triangles of conflicts: repair, reconciliation and resolution
- Types of conflict
- Preventing conflicts in companies
- Dispute settlement
- The dynamics of conflict

LEARNING ACTIVITIES AND METHODOLOGY

LEARNING ACTIVITIES

Theory class
 Practical classes
 Tutoring
 Teamwork
 Individual work of the student

METHODOLOGY

Lessons in class by the teacher with support of IT and audio-visual means.
 Critical reading of texts recommended by the teacher
 Press articles, reports, manuals and / or academic articles, either for later discussion in class, or to extend and consolidate the knowledge of the subject.
 Resolution of practical cases, problems, etc. raised by the teacher either individually or in group. Real cases and staging will be used to understand the different positions and interests.
 Presentation and discussion in class, under the moderation of the teacher, of topics related to the content of the subject, as well as practical cases.
 Essays and / or reports individually or in group.

ASSESSMENT SYSTEM

% end-of-term-examination/test:	0
% of continuous assessment (assignments, laboratory, practicals...):	100

Regular exam session: The course is based on a continuous assessment system. Thus, the final grade will depend entirely on the activities during the course, without a final exam.

In the extraordinary exam session, there will be a final exam (value 100%).

BASIC BIBLIOGRAPHY

- CARRIER ¿La estrategia de las negociaciones colectivas¿, Tecnos, Madrid, 1982
- DE LLANOS/ PONTI/ COSTA ¿Ampliando el pastel: tres casos sobre la dinámica de las negociaciones¿, Granica.

- DUPONT ¿La négociation. Conduite, theorie, applications¿, Dalloz, Paris.
- FLEMING ¿Aprenda a negociar con éxito en una semana¿, Gestión.
- MARTIN SHUBIK ¿Teoría de juegos en las Ciencias Sociales¿, F. C. E., México.
- MONGE RECALDE ¿Técnicas de Negociación Colectiva: el decálogo del buen negociador¿, FC, 2004
- MUNDUATE JACA ¿Psicosociología de las relaciones laborales¿, PPU, Barcelona, .
- MUNDUATE JACA/MARTÍNEZ RIQUELME ¿Conflicto y negociación¿ , Eudema, Madrid.
- PONTI ¿Los caminos de la negociación¿, Granica.
- STEVENS ¿Strategy and Collective Bargaining Negotiation¿, McGraw Hill, New York.
- SÁNCHEZ TORRES ¿El deber de negociar y la buena fe en la negociación colectiva¿, CES, Madrid.
- WALTON/ McKERSIE ¿A Behavioral theory of labour negotiations¿, New York.