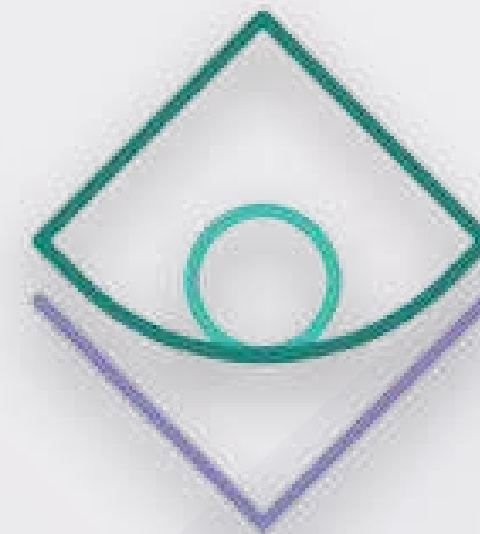




**Educator's Guide**

# MODULE 5

Sustainability system and negotiation skills



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**Prepared by:**



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# Learning approach

- Development of skills through reflective activities.
- Building sustainable networks and communities.
- Practical approach to problem-solving and sustainable negotiation

# Teaching method

- Collaborative Network Building.
- Reflective Learning Activities.
- Experiential Practice.



# LEARNING OUTCOMES

After completing the modules, learners will acquire the following knowledge, skills, and competences

## Knowledge

- Key Concepts of Sustainability: Learners will acquire foundational knowledge about sustainability, including definitions, principles, and how it applies to social entrepreneurship.
- Types of Skills in Entrepreneurship: Understanding of various hard and soft skills required in the business world, particularly those essential for sustainable negotiation.

## Skills

- Application of Negotiation Techniques: Learners will be able to apply negotiation skills to solve common business challenges, using approaches that support sustainability and social responsibility.
- Self-Assessment and Reflection: Learners will develop the skill to assess and reflect on their own negotiation-related soft skills, identifying areas of strength and improvement.
- Goal Formulation and Strategic Planning: Ability to set effective, goal-oriented strategies that address sustainability and meet diverse business needs.

## Competences

- Sustainable Network Building: Competence in establishing and nurturing sustainable professional networks that emphasize long-term collaboration and community well-being.
- Strategic Adaptation and Responsiveness: Ability to adapt negotiation approaches and strategies to align with specific business contexts, demonstrating flexibility and commitment to sustainability.



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# Preparation

The module preparation involves self-assessment of skills, studying key sustainability concepts, and fostering openness to inclusivity and social responsibility. Students complete preliminary readings and familiarize themselves with essential models, enabling them to engage thoughtfully in course activities.

## Warm-up/ice - breaking activity

Using a list of "soft" and "hard" skills as outlined in the module (e.g., teamwork, flexibility, critical thinking), participants can conduct a brief self-assessment or peer assessment. This exercise can encourage discussions on personal skills valuable for sustainable entrepreneurship, fostering mutual understanding.



# MODULE OVERVIEW

Trains on sustainability and sustainable negotiation skills, essential for building resilient and competitive businesses. Key concepts of sustainability, develop technical and interpersonal skills, such as teamwork, communication, and problem-solving, which are crucial in an entrepreneurial context.

Negotiation is explored as a strategic and relational skill, promoting practices that create lasting value and positive impact. Ultimately, it integrates sustainability into business strategies for ethical and conscientious entrepreneurship.



## FACILITY/EQUIPMENT

- Classroom or Workshop Space.
- Projector and Screen.
- Whiteboards or Flip Charts.
- Tables and Chairs.
- Audio Equipment.
- Digital Devices.
- Internet Connection.
- Breakout Areas.

# INTRODUCTION

To introduce social entrepreneurs and business trainers to the concept of sustainability, exploring sustainable negotiation skills as essential entrepreneurial abilities. Through an in-depth look at sustainable development, soft skills, and negotiation processes, participants will gain tools to identify and strengthen the skills needed to build resilient and competitive businesses while promoting inclusion and social well-being.

# MAIN TASKS / PROCEDURE

## Station 1: Foundations of Sustainability and Social Responsibility

- **Clue:** Sustainability is about creating long-lasting value that respects both people and the planet.
- **Activity:** Participants explore core concepts of sustainability, including resilience, interdependence, and social equity.
- **Tasks. Option 1:** Discuss and analyze examples of sustainability in business, focusing on environmental and social impact.
- **Option 2:** Identify sustainable practices relevant to your field and share how they contribute to social responsibility.
- **Hint:** Think of ways sustainability can benefit not only your business but also the community around you.

## Station 2: Development of Essential Soft Skills

- **Clue:** Soft skills are the “people skills” that help you communicate and work effectively in teams.
- **Activity:** Participants engage in interactive exercises to build skills like adaptability, teamwork, and problem-solving.
- **Tasks. Option 1:** Participate in a group activity that requires collaboration and adaptability to solve a simulated business challenge.
- **Option 2:** Reflect on a personal experience where adaptability helped you overcome a work-related obstacle, and share with the group.
- **Hint:** Emphasize open communication, active listening, and flexibility in your approach.

## Station 3: Sustainable Negotiation & Building Long-Term Partnerships

- **Clue:** Sustainable negotiation strengthens trust and fosters long-term connections.
- **Activity:** Discuss the benefits of sustainable negotiation and its positive impact on relationships in business.
- **Tasks. Option 1:** Review a case study where sustainable negotiation led to a successful, ongoing partnership.
- **Option 2:** Brainstorm strategies to integrate sustainable negotiation practices into your own work or business.
- **Hint:** Think beyond immediate outcomes to build partnerships based on shared values and mutual benefits.



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# COMPLETION AND DEBRIEF

At the end of Module 5, participants would engage in reflective activities to consolidate their learning on sustainability principles and sustainable negotiation skills. This phase involves evaluating personal development in these areas and considering how to apply the acquired skills within their professional contexts. The debrief might also include sharing insights on specific negotiation scenarios, addressing challenges faced, and discussing strategies to build sustainable networks and foster inclusive business practices.



# CLOSING

Thank you to all participants for their active engagement throughout the module. Networking and further discussion on integrating sustainable practices and negotiation skills into professional contexts are encouraged. Commitment to building resilient, inclusive, and socially responsible businesses is essential for fostering positive change in today's entrepreneurial landscape.



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# TIPS/ADDITIONAL ACTIVITIES

Additional activities - if you have more time (or if you want to substitute some of the abovementioned stations)

## Station 4: Negotiation as a Strategic and Relational Skill

- **Clue:** Successful negotiation balances strategy with relational skills, aiming for mutually beneficial outcomes.
- **Activity:** Practice the stages of negotiation, from preparation to conflict resolution, through simulated scenarios.
- **Tasks:** Participate in a role-play exercise where both parties aim for a win-win resolution.
- **Hint:** Focus on understanding the other party's interests and look for areas where goals align.

## Station 5: Self-Assessment and Setting Goals for Improvement

- **Clue:** Self-assessment is essential for identifying strengths and areas for growth in negotiation and communication.
- **Activity:** Use self-assessment tools to evaluate personal skills in negotiation and soft skills.
- **Tasks:** Complete a self-assessment questionnaire and set personal goals for skill development.
- **Hint:** Honest self-reflection helps in setting achievable goals for continuous improvement.

## Station 6: Practical Application of Soft Skills in Team Settings

- **Clue:** Effective teamwork requires clear communication, adaptability, and problem-solving.
- **Activity:** Engage in team-based exercises that challenge participants to use soft skills to reach a common goal.
- **Tasks:** Collaborate on a group project with a tight deadline, emphasizing coordination and adaptability.
- **Hint:** Stay open to feedback from team members, as it can reveal areas where communication or flexibility could be improved.



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