Finance & Business Acumen · FB302

Contract Management and Negotiation

Online · 6 - 10 Dec 2026

Date	Venue	Duration
6 - 10 Dec 2026	**Online**	**1 Week**
Fee	Ref	Language
£1,400 GBP	**FB302**	**English**

Introduction

In the finance sector, contract management is a cornerstone of risk control, resource allocation, and inter-departmental efficiency. As a Department Manager within the Coordination Management Division, your role is central to ensuring that financial contracts, service-level agreements, and cross-functional commitments are aligned with organisational goals and executed with precision.

Whether managing external vendor contracts, inter-agency agreements, or internal service coordination, a well-structured approach to contract management is essential to ensure fiscal responsibility, regulatory compliance, and operational efficiency. At the same time, negotiation is not just a skill—it's a strategic tool. Your ability to lead negotiations impacts financial outcomes, service quality, and institutional trust.

This course is designed to sharpen your expertise in both contract management and negotiation, with a special focus on the challenges and dynamics faced by professionals operating within finance-related coordination functions. Through real-world scenarios, strategic tools, and practical exercises, you will enhance your capacity to manage complex contractual relationships, negotiate effectively, and contribute to the financial stability and operational cohesion of your organisation.

Course Objectives of Contract Management and Negotiation

Upon completing this programme, participants will be able to:

- Understand the full lifecycle of contracts specific to finance and coordination contexts.
- Interpret and assess contract clauses from a financial risk and compliance perspective.
- Develop negotiation strategies that support fiscal prudence and service optimisation.
- Lead contract-related communications and decision-making across departments.
- Monitor contract performance with an emphasis on financial accountability.
- Manage amendments, renewals, and dispute resolutions proactively.

Course Methodology of Contract Management and Negotiation

- Lectures and Expert Insights: Leading industry experts will share their insights and best practices.

- Case Studies: Analyse real-world talent acquisition challenges and solutions.
- Group Discussions: Engage in meaningful discussions and share experiences with peers.
- Role-Playing and Simulations: Practice recruitment scenarios to enhance skills.
- Hands-on Workshops: Gain practical experience in using recruitment tools and techniques.

Organisational Impact of Contract Management and Negotiation

This training programme will have a positive impact on organisations by:

- Strengthened alignment between contract terms and financial policies.
- Increased coordination across departments and stakeholders through standardised contract processes.
- Enhanced ability to negotiate cost-effective, compliant, and sustainable contracts.
- Improved financial forecasting and risk mitigation via well-managed agreements.
- Greater control over vendor performance and service delivery.
- Reduced legal exposure through tighter compliance with financial regulations.

Personal Impact of Contract Management and Negotiation

Participants will experience personal growth and development, including:

- Enhanced leadership in contract oversight and negotiation within cross-functional teams.
- Deeper understanding of contractual risk in financial operations.
- Increased ability to influence organisational strategy through negotiation.
- Improved ability to communicate and justify contractual decisions to senior leadership.
- Recognition as a key contributor to the organisation's financial governance and operational cohesion.

Who Should Attend

This training programme is ideal for:

- Department Managers and Division Heads in the Finance Sector
- Professionals in Coordination, Budgeting, or Performance Oversight Roles
- Senior Financial Officers responsible for contract governance
- Project Managers involved in multi-stakeholder financial projects
- Contract, Procurement, and Risk Management Leaders in financial institutions or public finance bodies

Course Outlines

Day 1

Contract Management in a Financial Coordination Context

- The Role of Contracts in Finance Sector Coordination
- Contract Lifecycle Management in Multi-Department Settings
- Types of Financial Contracts and Inter-Agency Agreements
- Internal Controls and Documentation Requirements
- Financial Risk Considerations in Contractual Relationships
- Case Discussion: Coordination Challenges in Government Contracts

Day 2

Drafting and Evaluating Contracts with Financial Impact

- Financially Critical Clauses: Payments, Penalties, and Performance
- Drafting with Compliance and Accountability in Mind
- Reading and Interpreting Legal and Financial Language
- Common Contract Pitfalls in Finance-Driven Projects
- Reviewing a Finance-Based Contract for Gaps and Risks

Day 3

Strategic Negotiation for Department Managers

- Shifting from Transactional to Strategic Negotiation
- Finance-Driven Negotiation Goals and Constraints
- Power Dynamics and Stakeholder Mapping in Negotiation
- Techniques for Influencing Without Authority
- Negotiation Simulation: Multi-Party Budget Service Agreement

Day 4

Performance Monitoring, Amendments, and Dispute Resolution

- Tracking Contract Performance Using Financial KPIs
- Change Management and Modifying Terms Post-Signature
- Early Warning Indicators and Proactive Problem-Solving
- Escalation Processes and Conflict Resolution Techniques
- Financial Implications of a Contract Dispute

Day 5

Integrated Contract and Negotiation Strategy for Leaders

- Establishing a Departmental Contract Management Framework
- Coordination between Finance, Legal, and Operations
- Leveraging Technology: Dashboards, Alerts, and Automation
- Building a Culture of Accountability and Transparency
- Designing a Contract Oversight Model for Your Division

Register or ask about this course online

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