



Accredited Africa Training Institute for Capacity Development

Unit FO409, Hatfield Plaza · 1122 Burnett St, Hatfield 0028 · Pretoria, Gauteng · South Africa

Tel: +27 12 004 8389 · Mobile: +27 65 077 6310

Email: apply@aatikd.co.za · Website: www.aatikd.co.za

COURSE BROCHURE

Multilateral Conferences and Negotiation in Diplomatic Practice

Law, Military Science and Security / Sovereignty of the State

Unit Standard 259981 · NQF Level 7 · 20 Credits · 17 Days

COURSE OVERVIEW

This course equips learners with the knowledge and skills to effectively participate in and contribute to multilateral conferences and negotiations within diplomatic practice. It covers the principles, procedures, and strategies essential for successful diplomatic engagement in multilateral settings.

Category	Law, Military Science and Security
Subfield	Sovereignty of the State
Unit Standard	259981
Accreditation	SAQA Accredited · NQF Level 7 · 20 Credits
Duration	17 days
Training Method	Online, On-Campus, In-House
Certificate	Issued via AATICD LMS – verifiable online

LEARNING OUTCOMES

- Demonstrate understanding of the role and functioning of multilateral conferences in international diplomacy
- Apply negotiation strategies and techniques appropriate to multilateral settings
- Analyze the dynamics of multilateral negotiations, including bloc politics and consensus-building
- Evaluate the procedures and rules of procedure governing multilateral conferences
- Implement effective communication and lobbying skills in diplomatic negotiations
- Design strategies for achieving national interests within multilateral frameworks

WHO SHOULD ATTEND

- This course is designed for diplomats, foreign service officers, international relations professionals, and anyone involved in or aspiring to work in multilateral diplomatic environments.

COURSE OUTLINE

Day 1: Introduction to Multilateral Diplomacy

- What is multilateral diplomacy?
- Historical development of multilateralism
- Key actors: states, international organisations, NGOs
- The role of multilateral conferences in global governance
- Case study: United Nations system

Day 2: Conference Structures and Procedures

- Conference organs: plenary, committees, working groups
- Rules of procedure: voting, consensus, points of order
- Role of the chairperson and secretariat
- Delegation composition and responsibilities
- Agenda setting and documentation

Day 3: Rules of Procedure and Decision-Making

- Detailed rules of procedure: motions, amendments, and voting
- Consensus building vs. formal voting
- Procedural tactics: filibustering, points of order
- Decision-making in UN bodies and specialised agencies
- Case studies: successful and blocked decisions

Day 4: Negotiation Theories and Strategies

- Interest-based negotiation (Harvard model)
- Distributive vs. integrative bargaining
- BATNA, reservation point, and ZOPA
- Cultural dimensions of negotiation
- Negotiation tactics: caucusing, package deals, linkages

Day 5: Communication and Persuasion in Negotiations

- Active listening and questioning techniques
- Framing and reframing issues
- Persuasion and influence: rhetorical devices
- Managing emotions and conflict
- Cross-cultural communication pitfalls

Day 6: Coalition Building and Bloc Politics

- Types of coalitions: formal, informal, issue-based
- Major blocs: G77, EU, African Group, etc.
- Coalition building techniques: common interests, trade-offs
- Managing coalition diversity and defection
- Case studies: climate change and trade negotiations

Day 7: Drafting and Language in Diplomatic Documents

- Structure of resolutions, decisions, and declarations
- Precision and ambiguity in diplomatic language
- Bracketing, alternative texts, and compromise language
- Drafting techniques: preambular and operative paragraphs

- Editing and proofreading for diplomacy

Day 8: Role of International Law in Multilateral Conferences

- Sources of international law: treaties, custom, general principles
- Treaty negotiation, signature, ratification
- Role of the International Court of Justice
- Legal implications of conference resolutions
- Case study: Law of the Sea negotiations

Day 9: Multilateral Diplomacy in Practice: The UN System

- UN structure: General Assembly, Security Council, ECOSOC, Secretariat
- Specialised agencies: WHO, UNESCO, ILO, etc.
- UN conference processes: UNCTAD, UNEP
- Role of permanent missions and ambassadors
- Case studies: UN reform and peacekeeping mandates

Day 10: Regional and Thematic Multilateral Forums

- African Union: structure and decision-making
- European Union: Council, Commission, Parliament
- ASEAN: consensus and non-interference
- Thematic conferences: COP, WTO Ministerial, World Health Assembly
- Regional vs. global negotiation dynamics

Day 11: Negotiating in Crisis and High-Stakes Environments

- Characteristics of crisis negotiations
- Managing time constraints and information asymmetry
- Stress management and decision-making
- Diplomatic protocol in emergencies
- Case studies: nuclear talks, humanitarian ceasefires

Day 12: Gender and Inclusivity in Multilateral Negotiations

- Gender representation in multilateral forums
- Women, Peace and Security agenda (UNSCR 1325)
- Inclusive negotiation: marginalised groups
- Gender-sensitive language in documents
- Strategies for promoting gender equality in conferences

Day 13: Media, Public Diplomacy, and Stakeholder Engagement

- Media management: press releases, briefings, interviews
- Public diplomacy: social media, cultural diplomacy
- Engaging NGOs and civil society in conferences
- Stakeholder mapping and outreach
- Case studies: COP media strategies

Day 14: Ethics, Integrity, and Accountability in Diplomacy

- Ethical principles: transparency, honesty, fairness
- Conflict of interest in diplomatic roles
- Anti-corruption measures in international organisations
- Accountability mechanisms: oversight, reporting
- Case studies: ethical challenges in trade and human rights

Day 15: Simulation Preparation and Strategy Development

- Simulation scenario introduction and rules
- Country/actor briefs: interests, positions, allies
- Strategy formulation: objectives, red lines, fallbacks
- Drafting opening statements and proposals
- Team coordination and role assignment

Day 16: Full-Day Multilateral Conference Simulation

- Simulation: conference opening, plenary, committees
- Negotiation sessions with caucusing and drafting
- Handling procedural motions and points of order
- Final plenary: adoption of outcome document
- Debrief and feedback session

Day 17: Reflection, Assessment, and Professional Development

- Simulation debrief: lessons learned and best practices
- Review of unit standard outcomes
- Self-assessment and peer feedback
- Professional development resources and networks
- Action plan for continued learning

ASSESSMENT & CERTIFICATION

Delegates are assessed through exercises and a final test. A mark of **50% or above** earns an **AATICD Certificate of Completion**, issued digitally with a unique verification code. This course carries **20 NQF credits** at **NQF Level 7**.

PRICING (PER DELEGATE, EX-VAT)

Delegates	Training Method	Price per Delegate	Total
1	Online	R 61,900.00	R 61,900.00
1	In-House	R 80,400.00	R 80,400.00
1	On-Campus (Pretoria)	R 92,800.00	R 92,800.00

UPCOMING SESSIONS

Start	End	Method	Venue
31 Jul 2026	24 Aug 2026	On-Campus	Dar es Salaam, Tanzania
03 Aug 2026	25 Aug 2026	On-Campus	Johannesburg, South Africa
04 Aug 2026	26 Aug 2026	On-Campus	Mauritius
05 Aug 2026	27 Aug 2026	On-Campus	Cape Town, South Africa
06 Aug 2026	28 Aug 2026	On-Campus	Dubai, UAE
07 Aug 2026	31 Aug 2026	On-Campus	Pretoria, South Africa
07 Aug 2026	31 Aug 2026	On-Campus	Lagos, Nigeria
10 Aug 2026	01 Sep 2026	On-Campus	Mauritius

Contact us if no suitable date is listed – on-demand sessions can be arranged for groups.

HOW TO GET A QUOTE OR APPLY

- 1. Get an instant quotation online:** visit www.aaticd.co.za, open the page for this course (Unit Standard 259981) and click **Get A Quote / Apply**. Select your training method and number of delegates – your quotation is generated immediately and emailed to you with the course brochure attached.
- 2. Apply by email:** send the course title, your preferred training method (Online, In-House or On-Campus Pretoria), the number of delegates and your preferred dates to apply@aaticd.co.za – our team will reply with a formal quotation.
- 3. Apply by phone or WhatsApp:** call **+27 12 004 8389** or WhatsApp **+27 65 077 6310** and we will prepare your quotation and reserve your seats.
- 4. Confirm your booking:** accept the quotation and settle the invoice. As soon as payment is confirmed your delegates are enrolled and receive their AATICD LMS login details by email, along with joining instructions for their chosen training method.

Group discounts apply automatically – the more delegates you enrol, the lower the price per delegate. No payment is required to request a quotation.

Accredited Africa Training Institute for Capacity Development

Unit FO409, Hatfield Plaza, 1122 Burnett St, Hatfield 0028, Pretoria, Gauteng, South Africa
Tel: +27 12 004 8389 · WhatsApp: +27 65 077 6310 · apply@aaticd.co.za · www.aaticd.co.za