

HARASSMENT & DISCRIMINATION

PROMOTING RESPECT AND PREVENTING DISCRIMINATION

Do your managers know that they are legally responsible for addressing harassment and discrimination situations in their workplaces? This program brings them up to speed fast using straightforward language and real-world examples. Managers gain the knowledge, tools and insights they need to protect themselves and their organizations from lawsuits and regulatory actions.

About The Program:

This program is designed to help managers understand that harassment can take many forms—and that *all* forms can lead to charges not only of harassment but of *discrimination* as well. As this line becomes more and more blurred, it is critical that your managers understand what constitutes harassment and discrimination and what *they* can do to prevent them. Using straightforward language and real-world examples, this video answers managers' most frequently asked questions and provides a list of specific actions they can implement immediately to help them, and your organization, stay out of court.

After completing the Workshop, participants will know:

- That harassment can take many forms
- That all forms of harassment can be discrimination
- That all forms demand equal attention
- How to respond to a victim's desires for anonymity
- What confidentiality you can provide an alleged harasser
- How to deal with workplace dating
- The importance of:
 - Understanding and following your organization's policies
 - Observing actions and attitudes and staying aware
 - Investigating complaints consistently
 - Getting signed statements
 - Documenting without conclusion or bias

Target Audience: Managers and Supervisors

Course Length: 1 and 3 Hour Options

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