



Averting discrimination and harassment problems

Preventing a Hostile Work Environment Workshop Description

Overview

Having an awareness of what constitutes discrimination and harassment can avert many potential problems. Knowing how to handle situations when they arise can deter future incidents from occurring and can avert law suits.

Objectives

Upon completion of this workshop participants will be able to:

- Recognize the types of behaviors that create a hostile work environment.
- Explain what harassment is and how it differs from discrimination.
- Describe the consequences of exhibiting unacceptable behavior.
- Identify personal responsibilities (as an employee or manager) in fostering a non-hostile work environment.
- Apply a process to address unacceptable behavior whether they are an offended party or an observer.

In organizations that are offering the course for compliance purposes, the following objective can also be included:

- Participants will commit to following relevant company policy and the law.

Learning Methods and Delivery

Preventing a Hostile Work Environment comes in both an employee and management version. While the fundamental content is the same for the two versions, they are customized through the use of separate videos and case study handouts.

In addition, the organization's policy and procedures regarding harassment can be included in either version.

Preventing a Hostile Work Environment can be delivered by our facilitators or certified client facilitators.

Target Audience

All employees

Learning Time

3 hours

Class Size

Typical class size 12 to 20

Special Feature

Video required



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