

Training Program

It's About Respect: Preventing Harassment in the Workplace

In a live, interactive session, a professional human resource consultant from Seawright & Associates will provide a comprehensive overview of what constitutes harassment, appropriate employee and management responses to harassment, the company's policy and position on sexual harassment and retaliation, tips for avoiding problems related to all forms of discriminatory conduct and harassment, workplace bullying, unconscious bias, the Equal Employment Opportunity Commission's (EEOC's) current enforcement practices pertaining to harassment, and special state regulations that prohibit harassment.

This 3-hour training program helps organizations comply with Title VII regulations that prohibit harassment and discrimination in the workplace and also helps position companies to build an affirmative defense to a sexual harassment complaint. The training is appropriate for organizations of any size and for employees and managers at all levels.

The training program covers the following topics:

- Protected classes under Title VII of the Civil Rights Act and state fair employment regulations
- The "burden of proof" principle
- Definition of sexual harassment and general harassment
- The evolving definition of sex (sexual orientation, gender identity, and gender expression)
- Targets of harassment
- Third-party harassment and company obligations related to harassment by customers
- Examples of improper behavior (including, among others, cyber-sexual and social media harassment)
- Overview of current notable cases
- What to do if you believe you have offended someone
- The false belief that there must be proof of harassment before taking action
- Current EEOC enforcement practices related to harassment, including why the agency no longer endorses "zero tolerance" policies
- "Reasonable person" standard used to evaluate harassment allegations
- Creating a culture of respect
- Respectful workplace and/or harassment, bullying, and bias video
- Responding to inappropriate behavior
- Anti-retaliation requirements
- Formal vs. informal complaints
- Properly responding to an allegation of harassment
- Steps involved in an adequate investigation
- Special management responsibilities and liabilities
- Personal and romantic relationships in the workplace
- Workplace bullying
- Unconscious bias
- Overview of company policies prohibiting discrimination and harassment
- Sexual harassment quiz and training acknowledge form

Enlightening ♦ Comprehensive ♦ Preventative ♦ Open Discussion Format ♦ Educational ♦ Engaging

