

Sexual Harassment Awareness for Supervisors (Tier 1)

1/2 Day

Description

You will identify methods of educating and guiding supervisors and managers to prevent sexual harassment complaints and concerns.

Prerequisites

- None

Objectives

- ✓ Identify some of the ways that sexual harassment is defined.
- ✓ Identify some of the ways to set an appropriate example for staff and subordinates to follow.
- ✓ Identify some of the ways to create an environment in which harassment is not tolerated.
- ✓ Examine some of the ways to foster an environment of compliance within the company.
- ✓ Identify some of the methods for maintaining compliance in the company.

Understand the Issue

What Is Sexual Harassment?
Know the Law
Identify Instances of Sexual Harassment
Assess the Work Environment

Lead by Example

Encourage Mutual Respect
Use Common Courtesy
Maintain an Open Door Policy
Dating in the Workplace

Influence the Organization

Implement a Process

Support the Process

Enforcing Company Policy
Encourage Victims to Come Forward

Maintain Compliance

Investigate All Complaints
Eliminate Offensive Conditions