

Sexual Harassment Awareness for Employees (Tier 1)

1/2 Day

Description

You work for a local company in a non-management position. You're familiar with the term sexual harassment, but you want to ensure that you possess the latest information regarding sexual harassment awareness and prevention. In this course, you will obtain that knowledge.

Prerequisites

- None

Objectives

- ✓ Receive an overview of sexual harassment issues.
- ✓ Receive an overview of how to take responsibility regardless of your role in the workplace.
- ✓ Receive an overview of how to maintain your awareness of sexual harassment.

Understanding the Issue

Know What the Law Says
Identify Instances of Sexual Harassment
Know Your Company's Policies
Assess the Work Environment
Recognize Your Own Responsibility

Exercising Responsibility

Examine Your Own Attitude and Behavior
Dating in the Workplace
Accept Personal Responsibility
Share Your Knowledge
Take All Complaints Seriously

Maintaining Awareness

Keep Current in Education and Information
Continue to Improve