

Creating A Respectful & Productive Work Environment

Time, money and reputation are what an organization loses if it's hit with a general or sexual harassment complaint. Effective prevention strategies, including training, can help create a workplace free from harassment.

The focus of this workshop will center on, as we are in an academic institution, the 3 R's, Respect, Responsibility, and Resources. This program is designed to provide you an opportunity to discuss respect and respectful behavior in your workplace, as well as provide you with tools to prevent harassment and other forms of prohibited discrimination before it occurs.

We'll highlight acceptable behavior, organizational expectations, dispute resolution avenues, the OAA/EOP function, and finally we'll answer any questions you may have. The focus is on your expectations for conduct and explores methods for preventing and confronting inappropriate, disrespectful, and harassing behaviors.

Agenda

- Tools to Prevent Inappropriate Behavior
- Explore Definition of Harassment
- Methods for Preventing & Confronting Inappropriate Behaviors
- The Role of the University and You
- Questions and Answers
- Definitions of Terms
- Program Evaluation

Objectives

- Explore ways you can contribute to creating a workplace culture of respect
- Understand the scope and complexities of inappropriate, disrespectful and potentially harassing behavior
- Know what you can do to prevent and eliminate potential harassment situations in your workplace

By using a basis of 'respect', this highly interactive workshop focuses on prevention, relevant policies, and resolution. This 90-minute training program explores the definition of prohibited harassment, the role of the organization in establishing and implementing relevant policies and procedures, the best methods for preventing and confronting inappropriate, disrespectful, and potentially harassing behaviors in the workplace. We'll review the role of the OAA/EOP, its responsibilities, policies and procedures, as well as the role of managers, employees and students. This program can be tailored to a specific group or customized to fit a specific need.

Note: This program is currently available.