

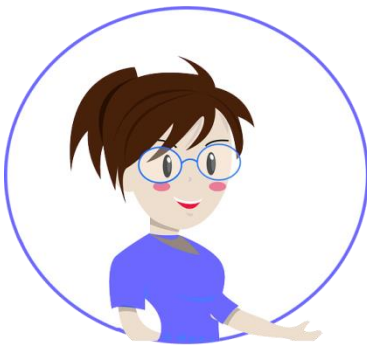
Power Session: Eliminating Harassment in the workplace

Aim

This session helps us to understand the challenges and harness the strengths of doing business in a diverse society whilst highlighting the differing perspectives people hold with regards to harassment and diversity as a whole.

This course explores latent prejudices and encourages the delegates to move into a solutions-based mode through discussion and sharing of real-life situations. The modules covered assist the delegate in identifying appropriate behaviour in the workplace, what is likely to lead to conflict and how to address it professionally.

What Others Had to Say About this Course...



The course was really helpful because it alerted me to issues, we have to address and sort out! Caroline – Adcorp Group

Who Should Attend this Course?

This course will benefit all staff.

Outcome

This is a holistic session. At the end of it learners will be able to discern the need for a set of personal, societal and business related behaviours with particular emphasis on harassment and etiquette in general.

Duration: 2-Hours

Content

• Definitions	• What is Harassment and what is the common denominator to all type of harassment
• What the Law Says	• A brief outline of The Code of Good Practise in the World of Work
• The Constitution of South Africa	• What constitutional rights are The Code of Good Practise addressing? • What are our constitutional responsibilities?
• Common Forms of Workplace Harassment	• Sexual Harassment • Racial or Ethnic Harassment • Verbal and Psychological Bullying • Harassment based on any of our constitutional rights such as Gender Based Bullying • Promotion or work related bullying and coercion • Sabotage and intimidation • Any types of harassment based on our right to a safe working environment
• The Profile and modes of operation of Harassers and Bullies	• Understanding the behaviour of bullies • Understanding the concept of intent
• How You can help yourself to NOT be a victim	• Clear Communication • Know your Procedures and Rights
• Management	• Ensuring good policies and procedures
• Resources and Assistance for Handling the Complaints	• A quick reference in case of complaints