



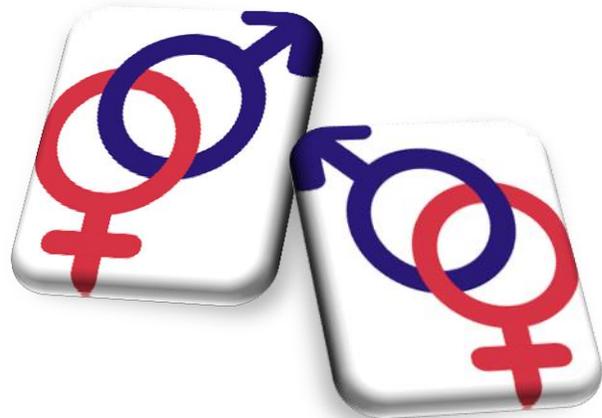
# Sexual Harassment Prevention Education & Training

Today it is more important than ever that management and employees understand the laws and regulations that apply to diversity, biases and discrimination associated specifically with genders in the workplace.

Whether manager or employee, you play a very important role in protecting the rights of your employees and co-workers mitigating risk to the organization. Over the years employment laws have gotten more and more complex at both state and federal levels. In this one day Success Series Seminar, employees will learn how to recognize and address sex harassment based on a range of identities associated with gender and sexual orientation.

Laws governing the prevention of sexual harassment mandate that employers must provide training and have a clear policy for processing complaints. Key legal cases continually affect what compliance means and how and when it should occur. There are stipulations about how and when employees are notified and every organization plays a role in that.

Failure to respond or act can not only put the organization in jeopardy of fines and lawsuits, it can also affect careers. Be responsible for making sure that you and your employees adhere to policies and procedures.



## WHAT YOU WILL COVER

- ★ Understand employment law basics
- ★ Ensure you do not write policies that discriminate
- ★ Discuss and Interpret the impact of your judgments
- ★ Learn to adopt behaviors that promote and further inclusion
- ★ Be aware of case studies, their judgments and their impact
- ★ Recognize the difference between inclusive and exclusive methods of communication

## HOW YOU WILL BENEFIT

- ★ Guard yourself and your organization against discrimination claims
- ★ Recognize the benefits of conflict resolution
- ★ Know federal and state laws, and where you can get more information
- ★ Be proactive in educating yourself and your workforce
- ★ Understand the role you have and how you process complaints

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