

The Respectful Workplace Program is an EEO Awareness program for employees. It is an interactive program that is enhanced by the use of real life and relevant scenarios together with interactive exercises and discussion topics.

This program supports employees in understanding EEO, anti- discrimination and anti-bullying principles. The program highlights the importance of working toward a respectful workplace and the role all employees have to play in the prevention and resolution of inappropriate behaviours in the workplace.

This practical program includes:

An awareness EEO and Anti-Discrimination and the related obligations as an employee

Understand how discrimination, harassment and bullying occur in the workplace

Understand what types of behaviour amounts to bullying, harassment and discrimination

How to apply EEO principles in the workplace – Be aware of the appropriate standards of workplace behaviour

The importance of respectful communication

Understand the impact that inappropriate behaviour has on your colleagues, yourself and the organisation

What to do if you experience inappropriate workplace behaviour

Duration: Two hours

Who should attend: All employees Venue: This program is delivered in-house.

Learning Outcomes:

At the conclusion of this program participants will be able to:

- Identify behaviours that may lead to discrimination, harassment and bullying
- Understand individual and organisational liability
- Understand the behaviours that promote a respectful workplace
- Work toward resolving inappropriate behaviours in the workplace in accordance with the appropriate resolution processes