

Equal Opportunity, Discrimination, Harassment and Bullying Awareness Training for Employees

This popular training program equips employees to understand the fundamental elements of EEO, Discrimination, Harassment and Bullying Legislation. As well as covering relevant legislation the program has a high degree of practical application. All examples, scenarios and activities used within the program are contextualised to your industry.

Who should attend:	Employees
Flexible Delivery:	Our flexible approach allows for the program to be structured based on our clients' specific needs and budgetary requirements
Duration:	2.5 hours (includes a 15 minute break) – duration may be modified
Delivery Method:	HR4Business training rooms - Level 1, 77 Yarra Street, Geelong; Onsite at our client's premises; Offsite at a conference centre of your choice
Program Cost:	Fees are dependent upon participant numbers and program duration;

Program Outline

- Legislative overview and expectations
- What constitutes unlawful discrimination, harassment and bullying in the workplace
- Employer and employee responsibilities and obligations
- Appropriate performance management and versus bullying
- Options for raising / reporting and resolving an issue or concern

Program Learning Outcomes

At the completion of the training participants will have an understanding of:

- Relevant legislation
- What constitutes unlawful discrimination, harassment and bullying in the workplace
- Equal opportunity principles with particular reference to equal opportunity in the workplace
- Employer and employee responsibilities and obligations
- Acceptable and unacceptable standards of behaviour
- Internal and external options available to address an issue or concern

The program is interactive and includes discussion and completion of group activities.

Participants receive a program workbook containing an overview of the course content, case studies, group activities and provision for note taking.

For further information please contact HR4Business on 5222 6695