

Train the Trainer: developing two programs to prevent and manage bullying and harassment at work

This full day workshop provides participants with the tools and framework to design and facilitate two interactive programs within their workplace on preventing and managing workplace bullying, harassment and discrimination. The first program is aimed at managers, addressing their responsibilities within an evidence based OHSW approach to prevent and address bullying and harassment. The second is aimed at employees, addressing their rights and responsibilities. As well as providing a framework for conducting the training, the workshop introduces participants to a number of training activities, games and resources, to ensure that the training they provide is interactive and relevant to the different groups of participants they might train. Case studies and court cases that provide examples of what happens when things go wrong are discussed, in order to illustrate how employers have responded well and at times 'not so well' to bad behaviours within their workplace. Participants are encouraged to utilize their own organizations bullying and harassment policy and grievance procedures to address ways of managing complaints and the workshop will assist participants to tailor their training to their organisations particular needs and culture.

Participants will be provided with a workbook containing all materials and a CD containing power point slides that they can customize to their own organizational needs. They will also be provided with a DVD outlining a number of discrimination, harassment and bullying scenarios that provide a great interactive discussion tool for use in both employee and manager training sessions.

Suitable for: Workplace Trainers
Organizational Development Specialists
Human Resource Consultants

This workshop can be provided as an in-house workshop specific to your organisation, or with enough interest Moira deliver the workshop to a mixed audience at a venue in your capital city. Contact Moira and register your interest now, and she will contact you when there is sufficient interest in your area that has been registered.



The Presenter:

Dr. Moira Jenkins is an experienced psychologist, mediator and trainer whose PhD examined Workplace Bullying through the perceptions of the target, the alleged perpetrator and the HR Professional, with the aim of integrating stakeholders voices to improve practice and outcomes.

Moira takes a practical, applied and evidence based approach to assisting organisations with developing systems to both prevent and

manage bullying, sexual harassment and discrimination. As well as working as a clinical psychologist, she has worked as a mediator, trainer and group facilitator and was the Manager of the Complaint Handling Section of the South Australian Equal Opportunity Commission where she investigated and conciliated complaints of sexual harassment and discrimination that were lodged with the Commission. Moira also has as postgraduate qualifications in mediation and conflict management and has undertaken LEADR accredited mediation training, and conciliation training with the Human Rights and Equal Opportunity Commission.

For further information about this and other workshops relating to Managing and Preventing Workplace Bullying and Harassment contact Moira on: (08) 8242 5165

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