

## TRAINING

Adult learning theory states that lessons need to be applied and evaluated by adults for optimal learning. We integrate this theory into our training by incorporating individual exercises, assessments, role-play, teamwork, skill practice, coaching, and evaluations.

## OBJECTIVES

Participants will learn to:

- Recognize key elements of harassment.
- Understand the dynamics behind the behavior.
- Assessing the impact on the individual, productivity and the organization.
- Know your responsibilities and how to take action.
- Use the Guiding Principles as prevention.

## COURSE CONTENT

### COULD THIS BE HARASSMENT?" QUIZ

- Defining it.
- Small group discussion.

### COMMUNICATION AND SEXUAL HARASSMENT

- We all have filters.
- Sender and Receivers.

### MAJOR RULING ON SEXUAL HARASSMENT

- Meritor Savings.
- Harris v Forklift Systems.
- Faragher v City of Boca Raton.
- Burlington Industries v Ellerth.

### KEY ELEMENTS

- Broad Spectrum.
- How to know if the line has been crossed.
- The subtleties of sexual harassment.
- Crossing the line exercise.

## THE IMPACT

- Impact on the individual.
- Impact on the organization.

## TYPES OF SEXUAL HARASSMENT

- Quid Pro Quo.
- Hostile Work Environment.

## HARASSMENT INFORMATION

- Reasonable Woman Standard.
- What it is NOT.
- What is verbal sexual harassment?

## WHAT TO DO IF YOU ARE SEXUALLY HARASSED

- Drawing the line dialogue.
- Keep a record or log.
- Organization's formal complaint procedure.

## CASE STUDIES/SKILL PRACTICE

- Has the line been crossed?
- What should be done about it?

## CLOSING

- Remaining issues and concerns.
- Recommendations for creating a positive work environment.
- Guiding Principles.

## CLASS SIZE

Maximum number of participants is 16.



# SEXUAL HARASSMENT PREVENTION

## CLASS DURATION

This program can be delivered in a full or half day format.

## EXPENSES

The Training Edge, LLC will be reimbursed for all reasonable travel expenses for airline and ground transportation, hotel accommodations, meals, parking, tips and shipping of materials.