

ULLIANCE HUMAN EFFECTIVENESS TRAINING

Respectful Workplace

Creating a respectful work environment is not just a compliance issue, but a quality of work-life issue. Participants in this training will learn what kinds of behaviors are (or not) acceptable in the work environment. Topics such as harassment, respect and team interactions will be covered, developing a greater understanding and awareness of this important topic.

Conduct

- Define respect

Interactions that Weaken Teams

- Rude conversational behaviors
- Gossiping
- Threatening
- Chronic negative attitude

Harassment Awareness

- Defining prejudice and harassment
- Offensive and hostile work environment
- Review of company policy
- Risky behaviors - factors to consider
- What can I do?

Changing the Culture

- Examining your own behavior and treatment of others
- Learning about others

Promoting Teamwork and Respect

- Listening
- Providing feedback
- 'I messages'
- Compromise

