

# Preventing Bullying and Harassment

“Knowing what’s right means little if you don’t do what’s right.”

## Synopsis

The Australian Human Rights Commission recently estimated that workplace bullying could cost employers up to \$36 billion per annum if hidden costs are included.

It does start with leadership but it’s everyone’s responsibility to identify and respond to bullying and harassment in a timely, effective manner.

This workshop will enable you to identify key bullying and harassment behaviours, know your options, and respond in a timely, effective manner.

## Course Topics

- Bullying & harassment: impact on victims and organisations
- Council policies & procedures to deal with bullying/harassment
- Responsibilities of managers, staff and councils to minimise bullying and harassment
- Key bullying and harassment behaviours in the workplace
- Bullying and harassment - the impact of unconscious bias
- Always practicing assertiveness and respectful communication
- Options for effectively dealing with bullying and harassment

## Course Details

**Delivery** Inhouse or virtual delivery

**Mode** **Interactive workshop**

**Time** Four Hours

**Class size** Max 15

**Cost** On request

## About The Trainer

With over 32 years experience in the human resources and management consulting fields, Narayan has provided a vast array of training and services to a range of organisations, including Local, State and Federal government agencies. He provides a very strong adult learning focus to his training. He ensures that it is experiential, practical and closely linked to workplace needs and realities.

