



## HARASSMENT PREVENTION FOR CA SUPERVISORS (AB1825)

**LEARNING FORMATS:** CLASSROOM (ONSITE & PUBLIC), ONLINE COURSE

Every California employer with 50 or more employees must provide at least 2 hours of effective harassment prevention training to supervisory employees every 2 years. This course complies with California AB1825 requirements and also includes the biggest risks employers face in regard to abusive conduct and illegal discrimination, including sex definitions, diversity, disability / religious accommodations.

This course will provide the foundation knowledge needed to change / modify workplace behaviors that contribute to harassment, illegal discrimination and retaliation.

### DO YOU FACE ANY OF THESE ISSUES?

- > Are leaders aware of their obligations to report harassment?
- > Do leaders understand their role in identifying and preventing harassment from occurring?
- > Is your organization in need of this training to comply with state requirements?
- > Can leaders respond effectively to questionable behaviors, comments, and/or gestures?

### PERFORMANCE OBJECTIVES

#### Helps leaders:

- > Identify unlawful conduct
- > Steps to take when harassment occurs
- > Report / respond to harassment complaints
- > Understand their obligation to report complaints
- > Understand organizational requirements dealing with harassment

### PRIMARY COMPETENCY DEVELOPED

- > Compliance knowledge

### SECONDARY COMPETENCIES DEVELOPED

- > Leading with Respect

### COURSE OVERVIEW

- > **Protected Characteristics:** Working as a class, learners identify California-specific protected characteristics along with definitions of many terms, statutory framework, and employer policies regarding harassment, including policy requirements, reporting harassment, and employer investigative obligations.
- > **Fundamental Practices (part 1):** Through interactive discussion, participants learn about (1) behaviors that contribute to sexual harassment, (2) negative effects of abusive conduct, (3) conduct that constitutes sexual harassment.
- > **Fundamental Practices (part 2):** Participants understand their role as a supervisor in identifying, responding to, reporting, and preventing harassment, retaliation or illegal discrimination. Included is what to do if they are personally accused and the limited confidentiality of complaints.
- > **What Would You Do?** Using the content covered, the facilitator poses "what would you do" practical situations to participants for classroom discussion. Individuals work as teams to identify the correct answer themselves and share with the class.
- > **Case Law Development:** Participants work in groups to identify pertinent cases, which are summarized and debriefed to the class, including the resources available to the victims, remedies including potential employer and individual exposure, and prevention strategies.
- > **Preventing Harassment, Illegal Discrimination and Retaliation:** Facilitator leads a classroom discussion on prevention tactics.
- > **Wrap-Up:** Instructor summarizes the day's learning and answers any questions that may have surfaced.

### VIDEO SEGMENT SUMMARIES

- > No video segments are planned for this module. If requested, EverythingHR can integrate segments into this module.

### COURSE DETAILS

- > **Target audience:** All Supervisors and Leaders.
- > **State-Fundable:** No
- > **Course length:** 2.0 (on-site or public event)
- > **Delivery Modes:** On-site, Public Event, Online Module, eTrainingPortal.com
- > **Facilitator certification:** EverythingHR Training Specialist required.
- > **Prerequisites:** None.
- > **Series:** Suitable for all environments.
- > **Optimal group size:** 8 to 20. 30 maximum.
- > **Course Prep:** None.

### RELATED COURSES

- > Supervisory Law
- > Leading Others
- > Valuing Differences