

Appropriate Workplace Behaviours (Staff)

This workshop is one way of communicating what an organisation regards as appropriate and inappropriate workplace behaviours. The workshop also communicates Appropriate Workplace Behaviour policies, though this is not about discussing the policy but more about what is working and what is not. The session is designed to assist participants in understanding the issues and their options more clearly. Legislation and policies exist but the workshop is about encouraging them to be used. Some time will also be spent on self-care techniques and managing stress.

Learning Outcomes:

On completion of this workshop participants will be able to:

- Understand departmental policies
- Identify whether inappropriate workplace behaviour is bullying, harassment or discrimination
- Understand and differentiate between 'one off offensive behaviour' and bullying, harassment and discrimination
- Understand the costs to individuals and the disadvantages to the organisation of inappropriate workplace behaviours
- Understand their rights under existing legislation for a safe workplace
- Understand the processes and limitations of taking out a grievance in the workplace
- Understand the role of the bystander
- Who, how & where to report inappropriate workplace behaviours
- How to support work colleagues who are being bullied, harassed or discriminated against
- Understand the signs and symptoms of stress
- Learn self-care techniques to assist with managing stress

Half Day Workshop
\$132

8:30 am – 12:00pm

Refreshments

Morning tea is provided for half day workshops.

Location

Level 2 Highway Arcade, 47 Stuart Highway, Stuart Park

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All Public Workshops require a minimum of 6 participants in order to be confirmed.

CORP has a 72 hour cancellation policy. Please contact us as soon as possible if you are unable to attend a workshop you are enrolled in, or charges may apply.

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