

# WORB101

## Workplace Bullying & Harassment

Workplace Bullying



A program that explores the fundamentals of managing Workplace Bullying and Harassment.

Bullying and Harassment in the workplace is serious and can lead to ongoing ramifications. Many managers, supervisors, and team leaders do not feel confident to adequately manage bullying and harassment in the workplace, should it arise. CareCFO's Workplace Bullying and Harassment seminar will provide helpful information about your responsibilities, along with practical advice on how to manage these delicate situations.

### Seminar Overview

- Discrimination, harassment, and bullying – what's the difference?
- Legislation requirements and guidelines
- Your obligations and responsibilities
- Workplace culture and bullying
- The importance of managing complaints and investigations
- Coaching tools and techniques for addressing inappropriate behaviour
- How to prepare for a challenging discussion on inappropriate behaviour
- Your role as a manager in developing prevention strategies and role-modelling the right behaviours

### Suggested Participants

- Managers
- Supervisors
- Team Leaders

The content is suitable for leaders within:

- Aged Care
- Disability
- Child Care
- Community Services

### Cost

Webinar

**\$299** + GST each

Face-to-Face Inhouse Sessions available upon request

**Need to send a few people to this seminar?**

**Register 5 or more seats for \$249 + GST each**

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