

It has been over 40 years since laws were passed prohibiting employment discrimination, harassment, and retaliation. And yet – employers continue to be plagued by a staggering number of claims involving such behavior. These claims can result in heavy financial liability for employers and have devastating workplace impacts. To minimize potential legal liability and ensure workplace harmony, employers should take preventive steps, including periodic workforce training.

The Employer Council's on-site Harassment Awareness Training offers an affordable, convenient solution. Our objective is to provide employees and management no-nonsense guidance on what constitutes illegal discrimination, harassment, and retaliation and practical strategies to root out such behaviors.

The training consists of two interactive modules incorporating group exercises, discussion, lecture, and often a video presentation. It is presented by The Employers Council legal staff who have several years of experience investigating and handling discrimination, harassment, and retaliation complaints. They present a dynamic, down-to-earth approach to these sensitive topics.

*"The Instructor was well prepared and tailored each session for our particular needs. She facilitated an excellent discussion that sparked recognition of issues we need to address. Our president came to me afterward and said that he was impressed! I recommend your training."*

**John Gardiner**  
Director, Human Resources  
SME Steel

## Employee Awareness Module

- Who:** Your company's entire workforce, including supervisors and management
- Length:** 90 minutes
- Topics:**
- ▶ What constitutes discrimination, harassment, and retaliation
  - ▶ Strategies to avoid participating in these behaviors
  - ▶ Steps to take if you are offended, including self-help techniques and reporting options
  - ▶ Responsibilities if you see a co-worker being victimized

## Supervisory/Management Responsibilities Module

- Who:** Your company's supervisory and managerial level employees (including anyone who would intake a report of harassment)
- Length:** 60 - 90 minutes
- Topics:**
- ▶ Management's unique legal responsibility and employer liability issues
  - ▶ Steps to take if you receive a complaint of discrimination, harassment, or retaliation
  - ▶ Common management pitfalls when confronting or investigating these behaviors
  - ▶ Proactive management practices that help establish a harmonious workplace

**Scheduling Options:** Each session is ideally taught in groups of up to 30. Training can be scheduled all in one day or spread out over a couple of weeks. Multiple sessions can be scheduled to accommodate larger employers or different shifts.

**Pricing:** \$300 for the first hour and \$225 for each additional hour of training  
Additional charges may apply for travel outside the Wasatch Front and printing for large audiences.

To learn more or to schedule your exclusive, members only, Harassment Awareness On-Site Training, contact On-Site Training Coordinator, Lisa Duckworth at 801-364-8479 or [lisad@ecutah.org](mailto:lisad@ecutah.org)