

Respect at Work

People just don't seem to know what is 'Ok' behaviour at work.

Respect at Work will unpack the simple yet effective messages of respect, fairness and empathy that underpin workplace policies and legislation.

Respect at Work will work with your teams to identify both appropriate and inappropriate workplace behaviours and the impact of each to the workplace culture.

Respect at Work assists participants to:

- Understand and appreciate diversity,
- Discuss and understand appropriate behaviour,
- Understand what is and what isn't bullying behaviour,
- Understand their rights and responsibilities under workplace policies and discrimination legislation,
- Manage and avoid relationship conflict in the workplace.

To discuss how **Respect at Work** can assist your teams:

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Respect at Work

Respect at Work will work with your organisation to assist you to develop and maintain a more positive environment for everyone.

STAFF WORKSHOPS

2 to 3 hours duration

Your staff will discuss, workshop, and find the answers to these questions:

What is a respectful workplace?

Are there hidden rules at your workplace?

Do you have a code of conduct / behaviour policy / anti-discrimination policy?

What do these mean?

Can a respectful workplace exist in an environment of strong personalities?

What is and isn't workplace bullying?

Can you overcome conflict in a workplace?

How do you contribute to and achieve a mentally safe workplace?

What are your legislative rights and responsibilities in regard to workplace behaviour and duty of care?

MANAGER / SUPERVISOR WORKSHOPS

3.5 to 5 hours duration

Discuss, workshop and find the answers to these questions:

What is a respectful workplace and how can you maintain it?

Is it possible to make tough decisions, manage and / or be assertive without negative outcomes?

Can a respectful workplace exist amongst personality conflicts in your teams?

How do you contribute to and achieve a mentally safe workplace?

How do you encourage and support your staff to contribute to and achieve a mentally safe workplace?

Content includes:

Applying workplace rules with consistency and transparency

What to do if an employee brings a complaint

Managing diversity

Managing workplace conflict and bullying behaviour

Managing grievances

Your legislative rights and responsibilities in regard to workplace behaviour and duty of care

Self-care and support