

HR Brief Bites for Line Managers

Bullying and Harassment in the Workplace

Aim

Harassment and bullying behaviour in the workplace is unpleasant and offensive. It can affect an individual's professional performance and psychological welfare and can be so destructive that the effects continue after work, devastating personal lives as well as careers.

Harassment and bullying can result in low morale, increased sickness absence or resignations.

This workshop sets out to answer the common questions, concerns and legal implications of bullying and harassment in the workplace.

It looks at the issue of bullying and harassment from every point of view and helps provide participants with useful advice in dealing with issues as the victim of harassment, the organisation, or the accused.

Learning Outcomes

At the end of the workshop participants will know how to:

- Highlight the importance of an environment where everyone feels safe from bullying and harassment
- Discuss how bullying and harassment is viewed in the eyes of the law
- Identify different methods that are used to bully and harass
- Understand your role in ensuring that bullying and harassment is eliminated
- Demonstrate how to deal with cases of bullying and harassment

Who Should Attend the Workshop:

Line managers and supervisors.

Workshop Format

The format will be informal and participative – everyone has an important contribution to make to the discussions.

A typical workshop will cover:

- ❖ Management theory and research input from the trainer
- ❖ Learning from our shared experiences
- ❖ Small group work to discuss and share ideas

Zoom joining instructions will be sent as part of the meeting invitations unless the organisation prefers to use its own video conferencing facility. Copies of the slides will be sent out after each workshop.



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Time	2.5 hours
Venue	Zoom or Teams **all participants need access to a laptop or PC
Availability	Up to 12 participants Maximum number of participants on each workshop is 12 people to enable everyone to fully take part; have their questions answered and to gain the maximum learning from the interactive workshops.
Fees	£995.00 plus vat (£83.00 plus vat per participant)

More Information:

For an informal chat about the workshop, please contact:

Tracy Madgwick:

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About the Trainer:

Tracy Madgwick has delivered management development, supervisory, team facilitation, interpersonal skills and HR training for line managers for a wide variety of organisations in the private, public and not for profit sector. She also advises organisations on how to manage challenging staffing situations as well as providing mentoring and coaching for other HR professionals.

For the last 10 years she has run her own HR Consultancy company and works with a small team of Associates.

Tracy is a fully qualified member of the CIPD (Chartered Institute of Personnel and Development) and licensed to deliver MBTI (Myers Briggs Type Indicator), DiSC & C-me.

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