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**Respectful
Workplace
and Beyond**



What is a respectful workplace? And why should you care?

TRAINING BY ICRMP

We want an energized, engaged, and empowered workforce, right?

How do we ruin it?

- Taking employees off their passion path
- Overworking high performers
- Making management a reward for skilled labor
- Avoiding hard conversations
- Fail to follow through – coaching, evaluations, rewards
- Favoritism / hiring friends
- Wearing excessive work and sacrifice of personal life as a badge of honor 😞 **YIKES**

Did you know - 40% of workers are actively looking for another job?
Compensation, work-life balance, career growth, and flexible work arrangements

A photograph of several white wooden figures holding hands, standing on a rustic wooden surface. The figures are simple, stylized human shapes. The wood has a prominent grain and is weathered. The lighting is warm, creating soft shadows.

So how do we get them to want to stay?

- Supportive feedback
- Recognition
- Opportunities for advancement
- Competitive compensation packages
- Work-life balance
- Engaged leaders

Did you know?

74% of companies plan to implement hybrid work

22% of Americans will be working remotely by 2025

- 37% by 2030
- 70% by 2035

77% of young workers are willing to learn new skills or retrain to stay employable

Only 23% of millennials say training programs are actually relevant

69% of employees would work harder if their work was generously appreciated

Tips on an employee-focused environment

Treat employees fairly NOT equally

Practice accountability – make it safe to make mistakes

Be willing to update your processes, policies, and practices

Focus on mental health

Love languages

Boomers – Respect

Gen X – trust

Millennials - rewards

Gen Z – attention

Constantly move the ball forward. Relentlessly incremental change.

Presence of differences



DIVERSITY

Fair access, opportunity, and support



EQUITY

Genuine sense of belonging and value



INCLUSION

DE&I

Types of Diversity

Inherent diversity -
Includes a person's born characteristics, like disability, sexual orientation, race, age, etc.

Acquired diversity -
Includes a person's lived experiences, like, religion, poverty, discrimination, education, sexual assault, traumatic injuries, etc.

Equity

Pay, Promotion, Opportunity

Pay, Promotion, Opportunity





Respectful Workplace

CIVILITY



A few things to think about

- Eliminate tolerance for comments that minimize mental health.
 - My ADHD kicked in, my PTSD, my OCD - marginalizes mental health issues.
- Mandatory PTO – TRY this rather than encouraging the opposite.
- Pay Equity –STOP telling folks not to talk about it. You can't enforce it anyway.
- Communicate with candor.
- Remind managers not to start diagnosing employees.
 - This employee's name is plaintive!



Creating a Respectful Workplace Program

TRAINING

Components

Tiers

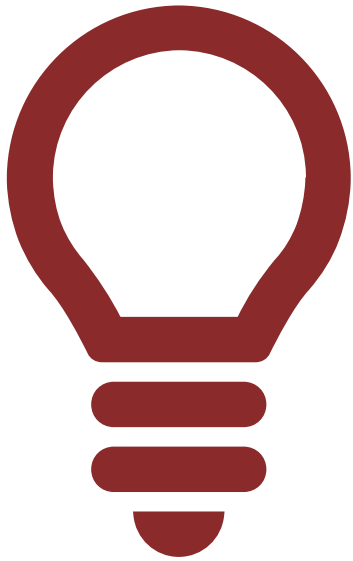
1. In-person, specific to your organization, by your organization
2. In-person, vendor
3. Webinar
4. Video

Length

1. 2 hours
2. 1 hour

Frequency

1. New hire, promotions, incident, annually
2. New hire, annually
3. Annually



Topics

1. Harassment
2. Discrimination
3. Retaliation
4. Examples
5. Interactive
6. Policy
7. Legal definitions
8. Consequences
9. What to do if...



Let's take a look
at an example



Member Owned, Member Driven

Respectful Workplace

HARASSMENT, DISCRIMINATION & RETALIATION PREVENTION

Vision Statement



Agenda or learning objectives

Creating a Respectful Workplace

Laws

Bad Behaviors

Your Responsibilities

Roles In Harassment, Discrimination & Retaliation




The Benefits of a Respectful Workplace

Talk about why it is important to you and your organization

- Retention
- Creative problem solving

What does it look like in practice?

- List specific behaviors you want such as being polite

A photograph of several wooden figures of different colors (white, orange, yellow) standing on a white surface against a light blue background. The figures are simple, rounded shapes with a spherical head and a tapered body. One figure in the center is orange, while the others are white or yellow.

Every employee is entitled to a workplace free of:

- Harassment
- Discrimination
- Retaliation



Laws

Title VII of the Civil Rights Act of 1964

Age Discrimination in Employment Act of 1967, (ADEA)

The Americans with Disabilities Act of 1990, (ADA)

Idaho Statue 67-5909

Pregnancy Discrimination Act of 1978

Enforcement: EEOC, Idaho Human Rights Commission, Court System, the County/City

Protected Characteristics

- Race
- Sex/gender
- Religion
- Disability (ADA)
- Sexual Orientation
- Gender Identity
- Age
- Pregnancy
- Engaging in a Protected Activity

Define Terms

Discrimination

Treating someone differently because of a protected characteristic.

Retaliation

Retaliation occurs when an employer takes any type of adverse action against an employee for engaging in a protected activity.

Harassment

Any conduct or action based on a protected characteristic that is severe or pervasive enough to create a hostile, abusive, or intimidating work environment.

May be sexual or **non-sexual**.



Unlawful Harassment

Quid Pro Quo



Hostile Work Environment

Categories of Behaviors

- Psychological
- Bullying
- Physical
- Verbal
- Written
- Cyber



Psychological



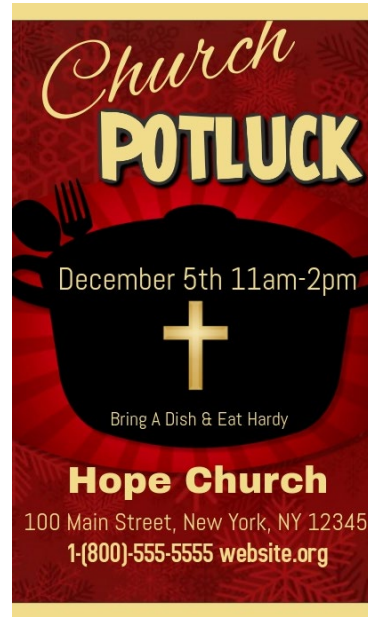
- Excluding
- Ignoring
- Isolating
- Ostracizing
- Gossiping



Let's Practice

CREATE SCENARIOS AND EXAMPLES THAT ARE INTERACTIVE

Bad Behaviors



Harassment – Discrimination – Retaliation

Make a statement
regarding how
seriously you take
this.

Cover the
consequences

Give examples of unacceptable and problematic behaviors

Sharing sexual content

Sexual comments, jokes, questions

Touching, gestures, invading personal space

Sharing personal or embarrassing things on social media

Spread lies or gossip about the target

Send harassing messages, memes, etc. directly to the target



Prevention



Who does it apply to?

Target

- Don't ignore it
- Tell them to stop
- Report it
- Document

Accused



- Stop when asked
- Take it seriously
- Apologize
- Tell your side
- Don't retaliate

Bystander Intervention

- Stand
- Distract
- Speak-up
- Acknowledge
- Report



Supervisors, Only

- Expectations for conduct
- Expectations for responding to complaints – what constitutes a complaint
- Reporting and documentation requirements
- Training on how to address it when they see it, no acceptations
- Opportunities to practices skill or quiz

Thank you!

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