

EMPLOYMENT MATTERS

WEEKLY OFFERINGS

November 16

Supervising a Remote Workforce

Supervising can already be tough, but this shift to virtual environments can make the role even harder, particularly if it is new to you and your team. Learn how to effectively lead, motivate, guide, and engage your team in this new remote role. Set strategies for building and maintaining connection, fostering a culture of trust, and how to avoid mistakes that might be amplified in virtual settings.

8:30-3:30 \$245

Facilitator: Jenny Douras

November 17

Mitigating Unconscious Bias

What is bias? And how does it drive decisions? Neither good nor bad, bias is hardwired in the brain. While there are dozens of identified biases, this session focuses on ones that often appear in the workplace. Through examples and discussion, see what their impact can be. Discuss ways to mitigate the biases that impact individuals, teams, and organizations.

8:30-12:30 \$185

Facilitator: EM Staff

November 17

Employment Law: Issue Spotting

An understanding of key employment laws is essential for managers and supervisors, especially because their knowledge and actions may be imputed to the organization. Issue-spotting acumen is critical. Gain awareness of potential workplace legal issues and build confidence on this extensive and evolving topic.

8:30-3:30 \$245

Facilitator: EM Attorney

November 18

Document, Document, Document

While the expectation of appropriate documentation is well known, one's craft can always be improved. Proper documentation can deflect liability, while poor documentation can do the opposite. Learn and apply the building blocks of effective corrective action to improve performance. Facilitate meeting behavioral expectations by focusing on facts, expectations, and solutions.

8:30-12:30 \$185

Facilitator: EM Attorney

November 19

Harassment Prevention

This scenario-driven approach to harassment prevention provides an overview of employment discrimination law. It also goes deeper, exploring employees' fundamental expectation of respectful treatment in the workplace and its intersection with employer policy. Higher requirements for management based on the same sources of law, internal policy, and employee perspective add more layers.

8:30-12:30 \$185

Facilitator: EM Attorney



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