

Preventing Sexual Harassment for Supervisors Syllabus

Time: 30 hours

Maximum Class Size: 10

Prerequisites: OSHA 10

Course Description: Managers and supervisors will learn to recognize sexual harassment in their workplace and learn how to deal with a sexual harassment incident. They will learn the types and criteria used to establish sexual harassment as well as effective ways to prevent it. They will learn their responsibilities as an accused or complainant person, the procedures to follow if sexual harassment occurs, and what actions to expect from the employer.

Goals/Objectives/Student Learning Outcomes

- Explain two types of sexual harassment; list the three criteria used to establish sexual harassment.
- Identify at least four of the seven parameters of sexual harassment.
- Identify and explain at least three of the reasons that sexual harassment occurs in construction.
- Given scenarios of construction site activities and working in small groups, list the behaviors that could be classified as sexual harassment.
- Identify at least three precautionary measures an employer can take to prevent sexual harassment.
- Given a scenario of sexual harassment charge at your work site, explain the process you would follow to investigate the charge, document the facts, interact with the victim and accused harasser, and remedy the situation.
- Given construction scenarios, identify at least two preventative and corrective actions for each situation that you should take to ensure workers are valued as individuals and to avoid charges of sexual harassment.

Standards

- This course conforms to Title VII of the Civil Rights Act of 1964 and anti-discrimination laws

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Classroom Rules and Procedures

- Upon entering classroom, all participants must sign in and be seated by the time class begins.
- Class will consist of a combination of lecture, video, demonstration, coached group exercises, individual exercises and assessment.
- Students are required to report to class ready to work and maintain the provided PPE

Textbooks/Readings/Materials

- Laborers Training School *Code of Safe Practices* Power Point.
- *LIUNA Problem Solving for Construction Supervisors Instructor Manual: Module 5, Exercises 1,2,3,4*
- *LIUNA Sexual Harassment Prevention for Supervisors IG/PG*
- “*Preventing Sexual Harassment for Employees*” video by The Training Network
- “*Preventing Sexual Harassment for Managers and Supervisors*” handbook by The Training Network
- “*Handling a Sexual Harassment Investigation*” video and handbook by The Training Network

Personal Protective Equipment

- 20 pairs of gloves
- 20 pairs of safety glasses
- 20 pairs of earplugs
- 20 hard hats

Course Requirements

To receive credit for the course, participants must:

- Be present for full thirty hours
- Participate in all classroom exercises and activities
- Pass a written exam

Course Policies

- Participants must be on-time and ready to work.
- Participants must return from breaks on-time.

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- Participants must participate in each exercise and assignment

Assessment and Grading

Participants will be assessed on the following:

- All hands-on activities are graded on performance and participation. They are pass/fail and must be passed with a score of 80% or above.

Safety

Failure to maintain and use PPE may result in dismissal from the course.