

Bullyology

Workplace Bullying Awareness



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Course Introduction/Overview

Bullyology: Bullying Awareness is a practical course designed to give employees and management a more complete understanding of workplace bullying: how to prevent it and how best to deal with it when it occurs. It also outlines the harmful effects bullying can have on productivity, staff retention, talent acquisition and employee health.

Learning Objectives:

- To understand the definition of workplace bullying and also what does NOT constitute bullying in the workplace
- To explore examples of the two main types of bullying behaviours: direct personal attacks and indirect task-related behaviours
- To understand where and why bullying occurs
- To discuss motivations for bullying and how bullies choose their targets
- To examine the substantial emotional and physical damage that can be caused by workplace bullying
- To look at the reasons bullying is more likely to exist and even flourish in certain workplaces as opposed to others
- To clarify the legal, financial, health, reputation and productivity ramifications of failing to properly address the problem of workplace bullying
- To compare the cost of 'normal' worker's compensation claims against those caused by bullying/mental health/stress-related issues
- To break down the different types of 'mental stress' compensation claims in Australia and their relative prevalence
- To appreciate the key role that workplace leadership and organisational culture play in the prevention of bullying
- To understand the phenomenon of 'presenteeism', its relationship to bullying and its crippling effect on workplace productivity
- To learn what an 'upstander' is, why they are the most effective deterrent to bullying and how *everyone* in the workforce can become one
- To look at some of most common myths and misconceptions about bullying – and how these can get in the way of tackling the problem effectively

- To provide up-to-date support information for anyone affected by workplace bullying so they know where to go for help

Course outcomes:

This anti-bullying awareness course will provide workplace staff (at all levels) with a greater understanding of the causes and effects of workplace bullying and provide them with the knowledge and strategies they need to both prevent and manage bullying incidents in the workplace. Employees and managers will acquire more confidence in dealing with bullying in all its forms and more fully appreciate the essential role they play in its prevention.

At the completion of this course, participants will have a better grasp of:

- What they can do as employees and managers to help minimise bullying in the workplace
- How to foster a positive, collaborative workplace
- How they can support and assist a fellow employee victimised by bullying
- The importance of effectively documenting and reporting bullying incidents
- The high costs that persistent bullying inflicts on a business
- How leadership shapes workplace culture and employee behaviour
- How patterns of negative behaviour adversely affect employee health, productivity, morale, talent acquisition and staff retention
- How a single bully can hamstring the productivity of an entire organisation
- How to ensure employees and managers comply with anti-harassment legislation and adhere to Fair Work expectations
- What an 'upstander' is – and why they're so crucial in the fight against bullying
- Where to go for help and support if they're involved in a bullying situation

How your workplace benefits from this training:

A workplace that actively promotes a positive culture and proactively handles bullying incidents is much better equipped to protect their two most valuable assets: their staff and their business reputation. Perpetrators, targets, witnesses and management all have a role to play in the 'bullying story' and their individual and collective actions and mindsets are the drivers of lasting change. Failure to address bullying loses money, wastes time and alienates employees.

This course will help your business to:

- Become more 'bully aware', with a deeper understanding of the complex issues surrounding workplace bullying
- create a mutually respectful and professional workplace where all employees feel valued
- boost staff productivity and engagement (and thereby increase profits)
- acquire strategies to more effectively deal with bullying incidents
- address negative behaviours fairly, supportively and collaboratively
- empower employees to handle bullying situations more efficiently
- create a more positive organisational culture where everyone has a voice
- ensure your managers are aware of (and comply with) laws applicable to workplace anti-discrimination, bullying and harassment
- establish a reputation as a fair employer that attracts (and keeps) top talent and cares about the health and well-being of its employees

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