



Women's empowerment against sexist harassment in public space
Project Num: 2022-1-LT01-KA220-ADU-000086398



Detecting and Preventing Sexual Harassment in the Workplace



Connect With us!

Yoana Doneva
Project Manager
VAEV



www.instagram.com/vaevrd/



www.facebook.com/AustriaVolunteers?locale=fr_FR



www.linkedin.com/company/vienna-association-of-education-volunteers-vaev/



Detecting and Preventing Sexual Harassment in the Workplace

Sexual harassment is a serious issue that can have detrimental effects on individuals and the organization as a whole. It is crucial for every organization to take proactive steps in detecting and preventing sexual harassment in order to ensure a safe and respectful workplace environment.

Importance of Addressing Sexual Harassment

Sexual harassment not only violates the rights and dignity of individuals but also creates a hostile work environment. It can lead to decreased productivity, low morale, and increased turnover. Organizations have a legal and ethical obligation to provide a harassment-free workplace.



Management Involvement



Management plays a vital role in setting the tone for the organization. By actively promoting a culture of respect and zero tolerance for harassment, management can create an environment where employees feel safe and supported. Regular meetings should be conducted to discuss the importance of preventing sexual harassment and ways to support employees.

Confidential Reporting Channels

Establishing confidential reporting channels is essential for employees to report incidents of sexual harassment. Employees should be aware of the available reporting channels and the procedures for confidentially reporting harassment. It is crucial to emphasize that these channels are safe and protected to encourage reporting.

Tips for Managers: Detecting and Preventing Sexual Harassment in the Workplace

Managers play a crucial role in creating a safe and respectful workplace environment. These practical tips will help managers effectively detect, address, and prevent instances of sexual harassment.

Know the Signs:

- **Behavioral Changes:** Be attentive to sudden changes in behavior or mood among team members.
- **Uncomfortable Interactions:** Take note of interactions that appear uncomfortable or inappropriate.
- **Comments and Jokes:** Be aware of derogatory comments, jokes, or gestures that could indicate harassment.

Foster Open Communication:

- **Encourage Reporting:** Create a culture where employees feel safe and empowered to report incidents of harassment.
- **Listen Actively:** Listen actively and empathetically to employees who come forward with concerns.
- **Maintain Confidentiality:** Ensure confidentiality when handling reports to protect the privacy of all parties involved.

Lead by Example:

- **Set Clear Expectations:** Clearly communicate zero-tolerance policies for harassment and emphasize respect in all interactions.
- **Model Respectful Behavior:** Demonstrate respectful behavior in your own interactions with team members and colleagues.
- **Address Issues Promptly:** Take immediate action upon receiving reports or observing behavior that violates company policies.

Sexual Harassment Prevention Training

Mandatory sexual harassment prevention training should be provided to all employees. These training sessions should be interactive and engaging, covering topics such as recognizing different forms of harassment, understanding boundaries, and promoting respectful behavior in the workplace. Providing examples and case studies can enhance understanding and awareness.



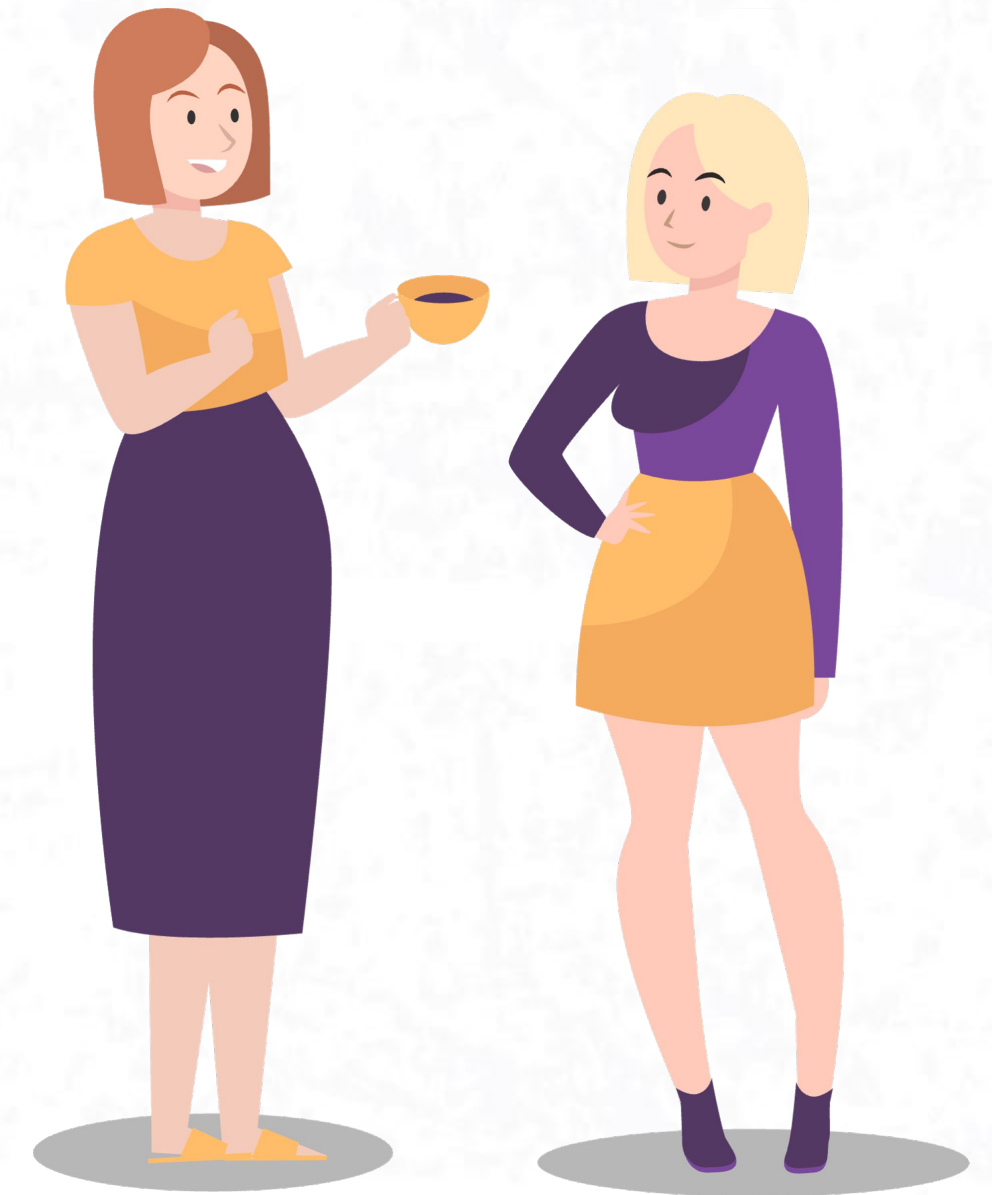
Sexual Harassment Training at the Workplace

Manager Workshops

In workshops of this sort, the trainers highlight the role a manager may play in handling and preventing issues that impact the employees including professional relationships. These sessions include a framework of inclusive and legal behaviors. The managers can use them to create an inclusive and safe culture in both their teams and organizations.

Employee Workshops

The participants in employee workshops leave with a renewed sense of how to engage with all their colleagues within the organization. They also become aware of how their behavior can impact their individual careers and the teams. Such workshops help the employees build an understanding of similar issues. They also gain an insight into the reporting policies and processes in the organization. This further helps them contribute their ideas and thoughts on issues of such sort.



Message from the CEO

When the employees receive a mail regarding any links to sexual harassment training. They think it is just another corporate training exercise and not something serious. If the message comes from Human Resources, it will be important but not as impactful as a message from the CEO. A small video or an in-person speech from the CEO or any influential leader will set the right tone for the rest of the course. They should not explain why they have certain rules just because the law says so; instead, it is the company's foundation and what they believe in.



Activities to Engage Participants in Harassment Training

Four Corners

The four corners are: agree, disagree, strongly agree, strongly disagree. Start with all the employees in the center and read out scenarios. Each time you read a scenario, tell the participants to move according to their thoughts. Then allow the participants to describe why they choose that corner. This activity forces participants to engage. Hence it is an effective workplace training activity.



Creating Videos



To do this exercise:

1. Divide the group into smaller groups.
2. After dividing them, give each group one sexual harassment video.
3. Ask them to enact the scenario in a video.
4. Once they are done filming this video, instruct them to make a different video on how they would react and handle the same situation.
5. Once it is complete, show the video to everyone.
6. Open up the floor for discussion and ask them for their input.

Once the discussion is over, the human Resource manager can tell them what went wrong and how they could better themselves. This kind of activity requires high harassment training engagement.

Human Continuum

Another fun yet productive training exercise. Use masking tape to make a line on the wall. In a bowl, there are a few scenarios, instructing the participants to choose one envelope. Let them read the scenario to everyone. Then ask them if the scenario belongs to harassment, then tape it on the wall. This way, they can identify the different types of harassment and show them how to recognize mental and physical health issues.

Harassment awareness challenge



Instructions: Set up the game area with a tape line dividing the wall into "Harassment" and "Not Harassment" sections. Gather participants and explain they'll read scenarios, deciding if they're harassment or not by placing them on the tape line. Start by selecting an envelope, reading the scenario, and discussing where it belongs on the wall. Use masking tape to place the scenario accordingly. Repeat with other envelopes. Encourage reflection on recognizing and addressing harassment.

Online Training

The engagement is very low in online meetings. You can use the gaming feature which is available to make the session more interactive. In doing this, you guarantee workplace harassment training is a success for learning all types.



Point-based Games

Gather all the participants. Divide them into equal groups. Ask them questions based on the scenarios. The team which gives maximum correct answers wins a gift. This activity motivates the participants to learn the necessary information.

Ice breakers activities

Draw me

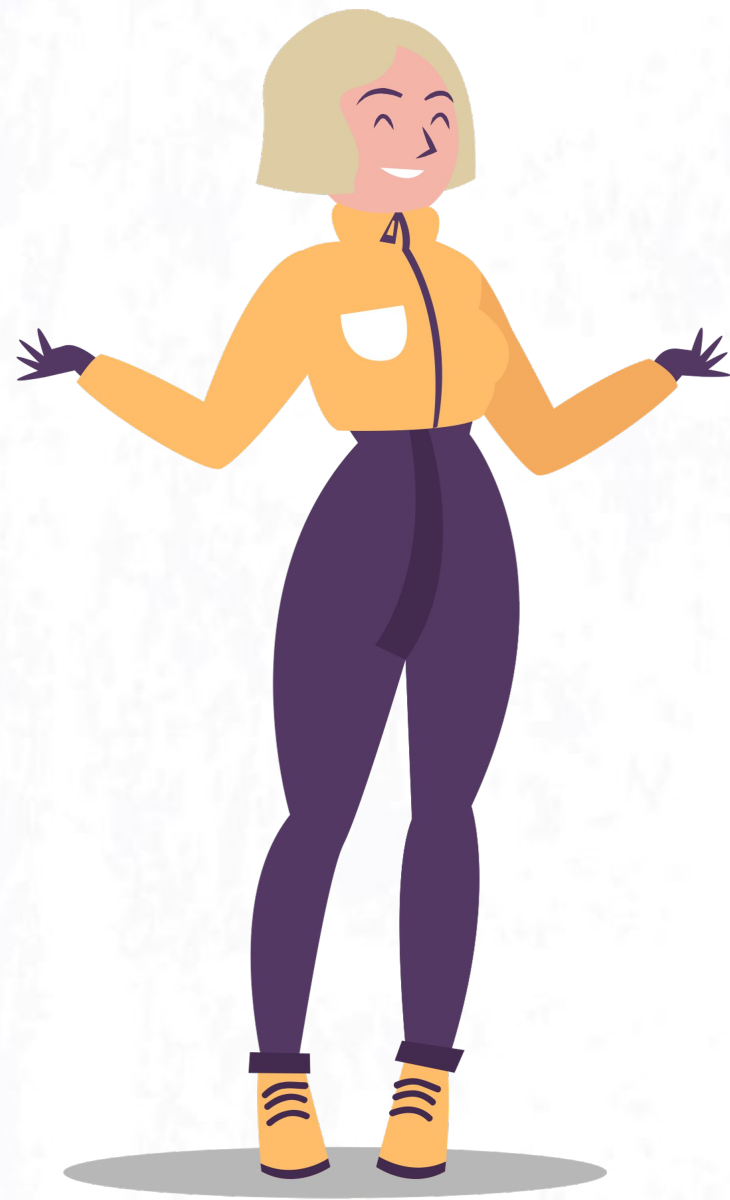
The activity will be conducted in two lines of chairs, arranged opposite each other. The participants will take turns exchanging envelopes and drawing one specific part of their opposite friend's face. After completing the drawing, the line of participants will rotate to the right, and the drawing will continue with another part of the face. At the end of the activity, each participant will write on the envelope their greatest achievement or something unique about them. This activity aims to foster a sense of care and consideration among the participants, as well as to encourage creative thinking and communication.

Documentary movies references

1. "The Hunting Ground" - A documentary exploring sexual assault on college campuses in the United States and the institutional cover-ups that often occur.
2. "Audrie & Daisy" - This film follows the stories of two teenage girls who were sexually assaulted and bullied in the aftermath, shedding light on the impact of social media and victim-blaming.
3. "On the Record" - Focuses on sexual harassment allegations against music mogul Russell Simmons and the broader issue of women of color facing unique challenges when speaking out against sexual misconduct.



Conclusion



Creating a safe and respectful workplace environment requires ongoing effort and commitment from all stakeholders. By taking proactive measures to detect and prevent sexual harassment, organizations can ensure the well-being of employees, promote a positive work culture, and protect their reputation. Together, we can create workplaces free from sexual harassment and foster an environment of respect and inclusivity.

Resources:



1. Impactly - Interactive Harassment Training Ideas: 5 Ideas to Consider
2. Impactly - Sexual Harassment Training Examples: 4 Main Types



Women's empowerment against sexist harassment in public space
Project Num: 2022-1-LT01-KA220-ADU-000086398



Thank you!



Funded by the European Union. Views and opinions expressed are however those of the author(s) only and do not necessarily reflect those of the European Union or the European Education and Culture Executive Agency (EACEA). Neither the European Union nor EACEA can be held responsible for them.

