

Prevention Through Equal Opportunity for Managers

This course provides participants with a basic introduction to federal and state antidiscrimination laws, as well as the Americans with Disabilities Act. The training enables supervisors and managers to recognize conduct and actions that could result in claims of discrimination. Participants will study and discuss concepts such as “discrimination,” “protected classes,” “reasonable accommodation,” “equal employment opportunity,” “disparate treatment,” “direct evidence” and “pretext.” Particular focus will be placed on current “hot-button” discrimination claims that may be arising in workplaces.

Using real-life case studies, the course identifies the legal standards for establishing discrimination and offers practical tips for avoiding discriminatory conduct in recruiting, interviewing, hiring and firing. This training also stresses the need to prevent retaliation claims after discrimination charges have been filed.



Length:

3 hours

Recommended for:

Managers

Format:

This training is highly interactive and involves multiple case studies. Geared toward stimulating meaningful discussions, critical thinking and recall. Activities include: surveys and responses, participatory case studies, role plays, engaged discussion, state-of-the-art multimedia, plus videos portraying workplace dynamics that might trigger discrimination claims.

Core Compliance Components:

Overview of trends and emerging areas of antidiscrimination focus

Examining the high cost (to the organization and individual managers) of failing to prevent claims

Overview of the law of discrimination

Federal and state law prohibiting workplace discrimination & retaliation

- Understand the theories plaintiffs use in establishing discrimination claims
- Establish a legal defense—the methods used by employers to rebut charges of discrimination
- Managers in action—Practical steps to avoid discrimination at work
- Eliminating stereotyping, favoritism and inconsistency to form a pattern of best practices aligned with corporate values

Identifying the best practices

- Evaluation, documentation, discipline and termination
- Best practices for managers to help prevent discrimination and costly, time-consuming litigation

Going beyond neutrality

- Guidance on identifying when and how to make a reasonable accommodation because of a person's disability or religion to prevent retaliation
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Strategies for dealing with the performance problems of employees who complain about discrimination without engaging in prohibited retaliation

Responding to claims

- First steps managers should take when confronted with employee claims of discrimination and retaliation

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