



Employment Law For Managers

Being Proactive to Reduce Liability

When you read about legal cases in the news involving decisions made by companies costing thousands and even millions of dollars, it's important to keep in mind that the *company* doesn't make decisions, *people* do. The people behind the decisions are *managers*.

DESCRIPTION: Basic knowledge of employment law is a key competency for anyone working in management. In the course of performing their day-to-day responsibilities, managers and supervisors make decisions that impact their companies. In making these decisions, they have the potential of exposing the company to potential liability by inadvertently violating one or more of the many laws impacting the workplace. The workshop begins with a review of the various laws that govern the workplace. Participants then apply the laws during typical managerial situations.

INSTRUCTOR: Deborah Avrin, SPHR

WORKSHOP OBJECTIVES: The participant will:

- Learn the importance of employment law from a manager's perspective
- Understand the various employment laws that impact a manager's day to day activities
- Explore the rights of employees in the workplace
- Discuss the reasons why employees files complaints
- Analyze cases for mistakes and wrongdoings by companies
- Apply knowledge of laws to specific situations
- Focus on simple rules for managers to avoid compliance difficulties

WHO SHOULD ATTEND: Supervisors, managers and human resource professionals

LENGTH: Half day

SUPPLIED MATERIALS: Participant Manual, plus supporting materials.