## **Genesee County Human Resources and Labor Relations**



## Moving Genesee County Forward

## **2017 Genesee County In-House Trainings**

The following trainings are provided in-house through Genesee County Human Resources and Labor Relations. To register please contact Amy Alexander, Development Coordinator, at <a href="mailto:aalexander@co.genesee.mi.us">aalexander@co.genesee.mi.us</a> or (810) 766-6578

- July 18, 2017 The D Word Discipline Training for Supervisors

  Learn how to address improper behaviors appropriately. This training will help take the confusion out of disciplining employees and help you to be a more confident leader.
- October 17, 2017 Workplace Harassment Training for Employees

  This class will teach you what workplace harassment actually means, and the proper steps to take if you feel you are being harassed at work.
- October 25, 2017 Workplace Harassment Training for Employees
- October 30, 2017 Workplace Harassment Training for Employees
- November 15, 2017 Workplace Harassment Training for Supervisors
  Learn what constitutes harassment in the workplace, and what your
  responsibilities are as a supervisor.
- November 29, 2017 Workplace Harassment Training for Employees

  This class will teach you what workplace harassment actually means, and the proper steps to take if you feel you are being harassed at work.
- November 30, 2017 Workplace Harassment Training for Employees

  This class will teach you what workplace harassment actually means, and the proper steps to take if you feel you are being harassed at work.

Please register as soon as possible to assure there is adequate material for everyone.

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