



## **“PEOPLE MANAGEMENT AND THE LAW” (8 HOURS)**

**Audience:** Designed for proprietors, managers, supervisors and team leaders.  
Recommended Minimum: 6, Maximum: 20.

**Venue:** Preferably in an external training venue.

**Owners, managers and supervisors can't afford to miss this program!  
It could save your business big dollars and you lots of personal  
distress!!!**

- *Is your business vulnerable to an Unfair Dismissal claim?*
- *Do you know how to performance manage unsatisfactory performers out of your business?*
- *And what t he consequences could be if your business is found to be deficient?*
- *Do you know how to handle harassment in your workplace?*
- *Could you unknowingly breach equal opportunity legislation?*

**“People Management and the Law”** covers important legal and industrial relations information essential for anyone in a people management position. Getting it right will boost your business's productivity significantly. Getting it wrong could see you in the Industrial Relations Commission!

Topics include:

- **Employment and your Responsibilities** – The Award, Duty of Care etc
- **Harassment and Bullying**
- **Alcohol & Drugs in the Workplace**
- **Privacy Act**
- **Managing poor performers out of the business**
- **Dismissal**

Participation in this module as a 'one-off' is a very valuable learning experience that is significantly enhanced if participants are able to complete the whole Leadership and Management Program Series. This series is run in capital cities and various regions for proprietors, managers and senior staff.