

NTPS: APPROPRIATE WORKPLACE BEHAVIOUR

This course examines what constitutes appropriate and inappropriate workplace behaviour in the Northern Territory Public Service (NTPS). The course introduces and discusses the NTPS behavioural framework, organisational values, what is appropriate and inappropriate behaviour, issues around bullying and harassment, and the promotion of a positive workplace culture. Participants are assisted in understanding their rights and obligations regarding workplace behaviours and building strategies and capabilities for managing and preventing unacceptable workplace behaviour.

A critical part of any organisation's reasonable steps in providing a safe workplace is the provision of appropriate anti-bullying, harassment, and discrimination training. It demonstrates that the organisation is actively informing their staff, managers and senior management about what types of behaviour constitutes unlawful bullying, discrimination and harassment.

COURSE AGENDA

- Why we need to talk about this: statistics, cases and the impact of inappropriate workplace behaviour.
- Terminology: Appropriate and Inappropriate Workplace Behaviour; Discrimination; Sexual discrimination; Harassment and Bullying. What does each one look like, and what is the difference between them?
- NTPS Framework: Legislation including the Public Sector Principles; Employment Instructions including the Code of Conduct and Appropriate Workplace Behaviour; Commissioner's Guidelines; NTPS Values and what they look like in the workplace.
- The importance of peer support and accountability. Participants will workshop ways to support each to behave appropriately in the workplace and call out behaviour that isn't appropriate.
- The rights and obligations of team members and managers within the NTPS.

COURSE DETAILS

Delivery duration	1/2-day course (4 hours)
Delivery style	Interactive, face-to-face workshop including: presentation, resources (organisational documents) and facilitated discussions.
Location	Venue to be provided by the client.
Participant numbers	Maximum: 25
Tailored option	Yes. Call us to discuss how we can tailor this for your team. Tailoring of workshops may incur a development cost. We will be able to provide you with a quote for these costs once the range of required tailoring has been determined. <small>November, 2018</small>

**Want to know more? Need a particular focus for this training?
Please contact us. We are happy to discuss ways we can meet your needs.**