

Investigator's Boot Camp: Mock Sexual Harassment Investigation

Employer Alert!

The Supreme Court has clearly stated that a proper investigation is an essential part of an affirmative defense to harassment claims. And as you can see from the headline below, employers who heed this warning are significantly reducing their liability risks.

The Good News: Recent court decisions indicate that employers are being saved from liability for harassment by conducting "prompt and thorough" investigations and taking appropriate, remedial action.

The Bad News: Employers who fail to follow the court's advice are paying a high price in the form of settlements and large jury verdicts.

Protect your organization by attending this interactive workshop. Gain expertise by participating in a realistic sexual harassment workplace investigation.

8:00 am: **Registration**

8:30 am: **Workshop program begins**

The Facts:

Rick Riley, General Manager of The Steak House, a chain restaurant known for its casual dining and personalized service, is under investigation for making unwelcome sexual advances toward two of his employees. The allegations were made by Amy Spencer, a server, and chronic complainer who Rick had recently "written up" for poor attendance.

Gain Expertise in Conducting Workplace Investigations:

Hone your skills in every aspect of the investigation by taking part in an internal investigation of Rick Riley's alleged misconduct. During this interactive workshop, you'll gain expertise in planning and leading investigations that will hone your skills and aid in minimizing risk to your organization.

As you participate in each stage, you will have an opportunity to critique your performance and analyze any changes you would make to improve your results. By the end of the workshop you will be prepared to conduct an effective internal investigation.

- **Analyze** a sexual harassment complaint from all angles
- **Design** and implement a strategic plan for your investigation
- **Develop** questions for witnesses that will ensure consistency in gathering the facts
- **Practice** strategies for conducting mock interviews of hostile and reluctant witnesses
- **Employ** techniques for taking witness statements
- **Construct** an action plan in response to a threat of workplace violence
- **Examine** physical and documentary evidence and evaluating their usefulness
- **Draft** your final mock investigation report utilizing a model format
- **Use** your evidence and final investigation report as a road map to lead you to determining the appropriate action to take
- **Communicate** your results to management and all interested parties

Benefits of Participation:

- Prepare for the challenges you will face when conducting a real-life workplace investigation
- Sharpen your skills in every aspect of conducting workplace investigations and minimize the liability risks to your organization

- Apply proven techniques for interviewing hostile and reluctant witnesses
- Gain the confidence you need to be an effective investigator