



A Safer Workplace Through
EducationSM

COMPLIANCE

New York Supervisor Sexual Harassment Prevention

Course Length: 2.0 Hours

Course Description

This course is designed for New York-based supervisors and managers. Effective October 9, 2018, all New York State employers are required to implement a mandatory annual sexual harassment prevention training program. Effective April 1, 2019, New York City employers with 15 or more employees, including interns, must provide mandatory, interactive, annual anti-sexual harassment training for all employees, including supervisory and managerial employees.

Our New York Supervisor Sexual Harassment Prevention course provides up-to-date legally compliant content that will help your management team identify and prevent sexual harassment in the workplace.

Our New York Supervisor course covers supervisor-specific responsibilities and the potential liabilities that supervisors may face if they fail in any of their responsibilities. We discuss available remedies for victims of harassment; harassment prevention strategies; supervisor obligation to report harassment, discrimination, or retaliation; and practical illustrative examples of harassment (real cases and hypothetical scenarios) using case studies, group discussion, quizzes, and tests. We also cover limited confidentiality, appropriate remedial steps to correct harassment, what to do if you are accused of harassment, and the essential elements of an anti-harassment policy. We also cover brand-new terminology and concepts like “Bystander Intervention.”

This course is designed for **Supervisors and Managers**.

Meets all New York statutory requirements as outlined by:

- Stop Sexual Harassment in NYC Act
- New York State Senate Bill S7848A

Meets all Federal statutory requirements as outlined by:

-Title VII, Civil Rights Act of 1964
-Civil Rights Act of 1991

Course Table of Contents

Section 1: Sexual Harassment Laws – Federal, NYC, and New York State

Section 2: What is Sexual Harassment?

Section 3: Who is Protected?

Section 4: Types and Forms of Sexual Harassment

Section 5: Reasonable Approach

Section 6: Liability

Section 7: Workplace Rights and Remedies

Section 8: Policies and Procedures

Section 9: 5-Point Assessment

Section 10: Best Practices

Section 11: Supervisor's Role

Course Learning Objectives

- Explain sexual harassment laws (Federal, NYC, and New York State)
- Define sexual harassment (Federal, NYC, and New York State definitions)
- Differentiate between the various types and forms of sexual harassment
- Identify legal protections
- Discuss employer duties under Federal, NYC, and New York State law
- Identify who can be held liable for sexual harassment
- Explain how to exercise legal rights
- Describe the remedies for a sexual harassment complaint
- Define the elements of an anti-harassment policy
- Cover best practices for preventing sexual harassment

Course Topics

Abusive conduct
Anti-harassment policy
Arbitration Clause
Bullying
Bystander Intervention
City Contractors
Civil Rights Act of 1991
Compensatory damages
Complaint procedure
Components of a sexual harassment policy
Confidentiality procedure
Determining factors
Discrimination
Employee Best Practices
Enforcing policies
Fair Employment and Housing Act (FEHA)
Federal Equal Employment Opportunity Commission (EEOC)
Federal Resources
Gender expression
Gender Expression Harassment
Gender identity
Gender Identity Harassment
Gender-based harassment
Government Code Section 12950.1
Hostile Work Environment
Human Resources procedure
Internal investigations procedure
Legal alternatives
Legal remedies
Liability
Locker room conversations
New York City law
New York Resources
New York State law
New York State Senate Bill S7848A
Non-binary
Non-disclosure agreement
Non-verbal harassment
Organizational Best Practices
Posting Requirements
Physical Harassment
Protected Characteristics
Punitive damages
Quid Pro Quo
Reasonable Person
Record-Keeping Requirements
Reporting harassment
Requests for sexual favors
Retaliation
Severe or pervasive
Sex stereotyping
Sex/gender discrimination
Sexual orientation (actual or perceived)
Sexual Orientation Harassment
Single versus few Incidents
State Contract Bids
Stop Sexual Harassment in NYC Act
Supervisor Best Practices
Third party investigations procedure
Title VII, Civil Rights Act of 1964
Training Requirements
Transgender
Transgender status
Unwelcomed Sexual advances
Verbal harassment
Visual harassment
Workplace rights and how to exercise