

**Sexual Harassment & Gender-Based Violence in the Workplace:  
OWNER/OPERATORS' TRAINING  
(120 mins)**

**Recognize – Respond – Refer**

**I. Introduction, Learning Objectives, Group Agreements, and Icebreaker (15 mins)**

- a. Introduction of FUTURES and Trainers (2 mins)
- b. Learning Objectives (3 mins)

As a result of this training, managers will be better able to:

- Identify abusive workplace behaviors that facilitate gender-based violence and inequity, and limit the economic potential of employees, businesses, and society at large.
- Recognize common examples of sexual harassment and violence that impact the restaurant industry in particular.
- Apply bystander intervention best practices to support coworkers who may be experiencing harassment and violence, and assist them in a manner that prioritizes their safety, agency, and privacy.
  - c. Group Agreements and Trigger Warning (5 mins)
  - d. Icebreaker - Large Group Discussion (5 mins)
- My Workplace Culture Is...

*Trainers will prominently post responses for later use, dividing positive and negative responses on opposite sides of the room.*

**II. Recognize (45 mins)**

- a. Large Group Discussion (3 mins)
  - What is gender-based violence?
  - What are examples of workplace behaviors that could be considered gender-based violence?

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*Facilitate a discussion leading to the identification of the following acts: domestic violence, sexual harassment & violence, trafficking, and stalking.*

- b. Mini-Lecture: Gender-Based Violence Is... (plus stats and economic/equity costs) (5 mins)
- c. Card Exercise (7 mins)

*Trainers distribute one green “yes” and one red “no” card to each participant. Trainers reads examples of gender-based violence (including examples surfaced during the previous large group discussion), and ask participants to flash a card indicating whether they think the behavior does or does not impact the workplace. Trainers lead a “why or why not” discussion throughout.*

- d. Introduction to Sexual Harassment: The Good Doctor (several clips, 10 mins max)
- e. Large Group Discussion (3 mins)
  - In these clips, what similarities did you see between the medical industry and the restaurant industry?
  - What differences did you see?
- f. Small Group Exercise (10 mins)

*Trainers break participants into four small groups to discuss the following questions:*

Recognize

Group One: What examples of sexual harassment and violence did you see in the clips?

How do those and other examples show up in your workplace?

Group Two: What examples of treating people differently on their basis of their gender did you see in the clips?

How do those and other examples show up in your workplace?

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### Respond

Group Three: What examples of good workplace responses to sexual harassment did you see in the clips?

How would good responses look at your workplace?

Group Four: What examples of poor workplace responses to sexual harassment did you see in the clips?

What are ways for your workplace to avoid similarly poor responses?

- g. Small Group Report Back: Part 1 (5 mins)

*Recognize Groups (Groups One and Two) report back.*

- h. “Recognize” Learning Points (2 mins)

### **III. Respond (40 mins)**

- a. Small Group Report Back: Part 2 (5 mins)

*Respond Groups (Groups Two and Three) report back*

- b. Role Play (30 mins)

*Trainers set up a scene where Trainer 1 stands in as an employee, and Trainer 2 stands in as a customer. Trainers ask for four volunteers:*

- Two volunteers will portray responses that address the employee’s conduct and needs; and
- Two volunteers will portray responses that address the customer’s conduct and needs.

*After Trainers read a workplace scenario, one volunteer (who was asked to portray responses that address the employee’s conduct and needs) acts out their version of a potential response, directing their portrayal towards Trainer 1. The second volunteer is asked to portray an alternative response. Other participants are given the opportunity to “tag out” the volunteers and portray up to two more alternative responses.*

*A brief discussion intervenes.*

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*The same is repeated for the volunteers asked to portray responses that address the customer's conduct and needs.*

- c. "Respond" Learning Points (5 mins)

#### **IV. Refer (15 mins)**

*Trainers distribute the referral roadmap and list of local service providers.*

- a. Card Exercise (12 mins)

*Trainers distribute five cards to each participant (an alternative is to conduct is as a poll, or hands raised):*

- Take No Action
- Suggest a Local Service Provider
- Confront the Perpetrator
- Report and Escalate Internally
- Call the Police

*Trainers read out four brief scenarios where a manager receives a report than an employee has experienced sexual harassment or violence, and ask participants (acting as manager) to flash a card indicating whether they would refer the matter and to whom. Brief discussions intervene. In cases where a local service provider is the consensus, trainers discuss which service providers would be selected.*

- b. "Refer" Learning Points (3 mins)

#### **V. Conclusion and Evaluations (5 mins)**

*As participants complete evaluations, Trainers encourage them to use post it notes to write ways they will make their workplace culture either:*

- a. More like a positive trait identified during the icebreaker; or
- b. Less like a negative trait identified during the icebreaker

*Participants will be encouraged to post their reflections on the corresponding paper posted around the room, and walk around to review other posts upon their exit.*

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