

*Bullying and Harassment:  
The Workplace Responds*

# Scenario



# *Objectives*

- Characterize bullying behaviors, harassment and abusive work environments.
- Support a bully-free, harassment-free workplace.
- Describe your employers' policy on workplace bullying and harassment.

## *Myth or Reality?*

- If you are bullied or harassed, you must be weak.
- Bullying only happens on the playground, not at work.
- People just need to toughen up and take it.
- Only men bully.

## *Only Words?*

- Can't you take a joke?
- Lighten up!
- I'm only kidding.
- Your people are so sensitive!

# *What is Workplace Bullying and Harassment?*



# *What is an Abusive Work Environment?*

**A culture or pattern of unprofessional, hostile**

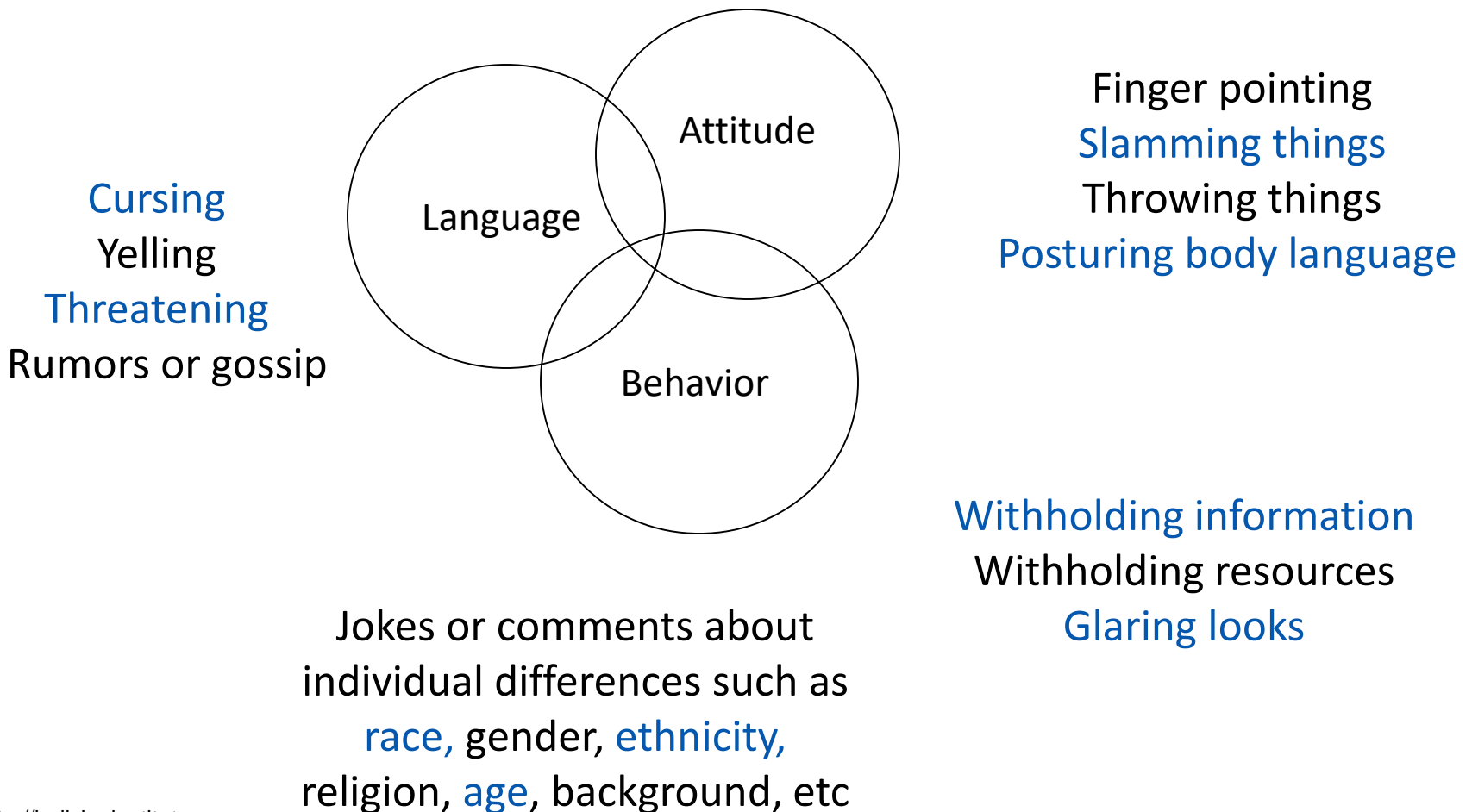
- behavior,
- language (verbal and non-verbal), or
- attitude

**that is expressed with the intent of**

- humiliating,
- intimidating,
- threatening,
- controlling, or
- sabotaging.

\*<http://bullyinginstitute.org>

# What is an Abusive Work Environment?



\*<http://bullyinginstitute.org>  
<http://www.reachout.com>.



# *Results*

Harassment and bullying in the workplace=

Unhealthy,  
Unproductive, and  
Unsafe work environment.

# *Impact on the Workplace*

Of those bullied:

- 48% voluntarily or forced to quit their jobs
- 13% transfer within company
- 80% report anxiety and stress
- 49% clinical depression
- 30% report symptoms of PTSD

(Workplace Bullying Institute, 2014)

## *Now What?*

“Silence is the air that bullying breathes,  
Denial the water it drinks and passivity its sustenance.  
Only together can we make life difficult for bullies.  
Join us today! ”

\*Quoted from: <http://www.jfo.org.uk/index.htm>

## *Now What?*

### **If you are being bullied/harassed:**

- ✓ Trust your instincts
- ✓ Tell someone
- ✓ Document examples
- ✓ Limit 1:1 time with the bully/harasser
- ✓ Company policy/know your rights

### **If you are bullying/harassing:**

- ✓ Cease the behavior
- ✓ Know that it will not be tolerated
- ✓ Immediate action will be taken
- ✓ Seek assistance
- ✓ Develop alternative interaction style

# *What Can Managers Do?*

- ✓ Be aware of your work environment, watch for signs of bullying/harassing
- ✓ Model appropriate work behavior
- ✓ Educate about harassment/bullying, workplace policies and complaint system
- ✓ Address bullying/harassing behavior
- ✓ Use progressive discipline

*Putting Theory Into Action*



# *Your Employee Assistance Program*

**Call toll-free or visit us on the web**

**24 hours a day/7 days a week**

**Thank you!**

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# *Resources and References*

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[www.bullyinginstitute.org](http://www.bullyinginstitute.org)

[www.jfo.org.uk/index.htm](http://www.jfo.org.uk/index.htm)