

Training Without Travel

Fall 2022 Webinar Series

"Associated Employers is a recognized provider of recertification credits. HR Certification Institute® (HRCI®) pre-approved these program for 1 HR (General) credit per hour of instruction towards aPHR™, PHR®, PHRca®, SPHR®, GPHR®, PHRI™ and SPHRI™ recertification."



Associated Employers

**Webinars
are held from
noon to 1 p.m.
(MDT)**



"Associated Employers is recognized by SHRM to offer Professional Development Credits (PDCs) for the SHRM-CPSM or SHRM-SCPSM."

Cost per webinar:

AE Member Companies - \$90
Non-member Companies - \$125

Price is for one (1) login.

Additional logins are available for \$5 each.

To Register: Phone: 406.248.6178 | Email: reg@aehr.org
Online: www.associatedemployers.org

Conflict Resolution: A Process for Those Who Aren't Getting Along

Date: 09/07/2022

- Overview of conflict
- Tips to confront
- Individual meeting process
- Group meeting process including ground rules
- Follow up

Workplace Violence Prevention

Date: 09/21/2022

- What is workplace violence?
- When is workplace violence committed?
- What are the signs?
- What kind of threats should you watch for?
- How can you prevent workplace violence?

Best Practices for Downsizing: Layoffs & RIFs

Date: 10/05/2022

- The impact of a workforce reduction
- Consider alternatives to downsizing
- Understand the legal implications
- Help workers cope with the situation

Employee Records: Organized & Legal

Date: 10/19/2022

- What files do you want to have?
- Who should have access?
- Where do you properly store them?
- When can you dispose of them?
- Why follow best practices?

Harassment Prevention in the Workplace

Date: 11/02/2022

- Federal & State Law overview
- Devastating effects of harassment on the workplace
- Harassment defined
- Retaliation
- Roles in preventing harassment

Developing the New Leader

Date: 11/16/2022

- How to put people first
- Honesty with staff
- Building trust with staff
- Transitioning from peer to supervisor
- Delegation

Not available for the live version?

If these times do not fit your schedule, recorded versions are available for purchase on our website two days after the live version.