Training Without Travel
Winter 2023-24 Webinar Series

Webinars are held from Noon to 1 p.m. *(MST)*

Understanding Mandatory OSHA 300 Logs

Date: 12/06/2023

- Who is required to maintain OSHA records?
- What forms must be used, and how do I complete them?
- Injury versus Illness and other Criteria
- First Aid versus Medical Treatment
- The 5-Step Process

HR 101: Short Course in Human Resources

Date: 12/20/2023

- Recruiting process
- New hire process
- Employment process
- Workers Compensation basics

Discipline & Termination in Montana

Date: 01/10/2024

- Overview of Montana Wrongful Discharge from Employment Act
- Establishing good cause
- Due process
- Grounds for immediate termination
- Conducting a disciplinary action

Professionalism & Handling Conflict

Date: 01/24/2024

- Etiquette & Respect
- Understanding what conflict is, and what it is not
- Supervisor-employee relationships
- Behaviors of difficult people
- Understanding how to resolve conflict

Change Management: Navigating the Transition

Date: 02/07/2024

- Difference of change vs. transition
- Three phases of transitions
- Effective communication during change
- Four P's of change
- Building trust

FMLA & Montana Maternity Leave Act Overview

Date: 02/21/2024

- Family Medical Leave Act (FMLA) overview
- Montana Maternity Leave Act overview
- Leave processes
- End of leave- what happens?
- Common employer pitfalls

To Register:

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Email: reg@aehr.org
Online: www.associatedemployers.org

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.

Cost per webinar: AE Member Companies - $90   Prospective member Companies - $125
Price is for one (1) login. Additional logins are available for $5 each.