

E-LEARNING COURSE

Working a Respectful and Inclusive Workplace

This course looks at how a respectful and inclusive workplace can benefit everyone by eliminating discrimination and harassment, and how everyone can create respect through inclusive communication, teamwork and mentorship. This course uses interactive elements, scenarios, videos and quizzes to reinforce the learning. Upon completing this course, you will:

- Understand industry expectations for respectful and inclusive workplaces
- Know how to lead by example to help create a respectful and inclusive workplace
- Know how to communicate more effectively with team members of different genders, backgrounds and circumstances
- Know how to include the perspectives of all team members into decision-making and problem-solving
- Work more effectively in mentorship relationships with all people to transfer trade and workplace knowledge to the next generation

A final mark of 100% is required in order to receive a certificate of completion and 1 gold seal credit. This course is self-paced and is approximately 3 hours in length.

The course was designed for tradespeople and supervisors working in the construction and maintenance industry.

Ready to get started? Complete the below form and hit Submit, email back to alana@hhca.ca or fax to 905-572-9166!

Company Name: _____ Phone: _____

Contact: _____ Email: _____

Address: _____

METHOD OF PAYMENT

Credit Card (2% service charge applies) HHCA Member Account Cheque

Cardholder _____

Credit Card # _____

Exp. date _____

_____ PIN numbers @ \$100.00 _____

HST (R#107462830) _____

Signature _____

TOTAL DUE