



# Managing Ethically

*"I always wondered why somebody didn't do something about that, then I realised I was somebody." Lily Tomlin*

This workshop examines the newly revised Public Sector Code of Conduct and the attributes of an ethical organisation and leader. It then reviews the terms "bullying and harassment" from both a legislative and behavioural perspective. The workshop develops an understanding of what is and what is not bullying and harassment conduct and what is reasonable in terms of managerial action.

## Content

- Review of the revised Public Sector Code of Conduct
- Definitions of bullying & harassment under the WH&S Act
- Examples of unwanted workplace behaviour
- Why do people engage in this behaviour?
- Attributes of an ethical leader / organisation
- Case study for group discussion
- Avenues for individuals in receipt of unwanted behaviours in the workplace
- Reducing risk on the workplace

## Outcomes

- Understand the new Public Sector Code of Conduct
- Identify the difference between bullying & harassment
- Identify the difference between bullying and reasonable workplace action
- Review workplace policies to ensure they align with best-practice
- Know avenues to pursue if in receipt of unwanted behaviours in the workplace

## Benefits to you

- Clear understanding of employer and employee obligations
- Understanding of what is and what is not behaviour which constitutes bullying/harassment
- Understanding of why people engage in unwanted behaviours in the workplace
- Build confidence in taking action if in receipt of unwanted behaviours
- Build insight into your own workplace behaviours
- Be confident in taking reasonable action to address poor work performance

## Benefits to your Department

- Build systems to reduce the likelihood of unwanted behaviours occurring in the workplace
- Greater understanding of organisational responsibility to provide a safe working environment
- Reinforce best-practice for responding to claims of bullying/harassment allegations
- Increased confidence for managers in addressing poor work performance

<b>Competency Framework Level</b>	<a href="#">First Line Manager</a> Common (ASO3 –ASO5) <a href="#">Middle Manager</a> Core (ASO6- ASO8)
<b>Duration</b>	1 Half Day 9:00 am – 12:30 pm
<b>Facilitators</b>	<a href="#">Luke Broomhall</a> or <a href="#">Samantha Young</a>
<b>Price</b>	<a href="#">Professional Member</a> : \$160 <a href="#">State Government Member</a> : \$199 <a href="#">Corporate Member</a> : \$199 Non-Member: \$245

*Refreshments, morning tea, a comprehensive workbook and certificate of participation, (signed by IPAA SA President and Commissioner for Public Sector Employment, Erma Ranieri) will be provided.*

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This course is a part of the **21st Century Manager Series** register for the entire series to receive a 10% discount

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