



5.10 Bullying and Harassment: Avoiding a David Jones Situation forms part of the **5.0 Workforce Development course** and will present what can and should be done to prevent and manage bullying and harassment in the workplace.

The Medical Technology Industry

The Australian medical technology industry includes Australian and overseas companies manufacturing and supplying medical devices, in vitro diagnostics and medical imaging equipment. The medical technology industry makes a highly significant contribution to the quality of health care in Australia.

What is the Workforce Development course?

Workforce development is seen as critical to enable employees to meet the constant challenges of the medical technology industry, and to address the strategic goals of the company. A range of modules are available as part of the *Workforce Development* course to address this learning need.

The *Workforce Development* course consists of a series of modules. Modules 5.1, 5.2, 5.3, 5.11, 5.12, 5.13, 5.14 and 5.16 are delivered as self-paced online learning. Modules 5.4 to 5.10 are delivered as online webinars. Module 5.15 is delivered face-to-face.

- 5.1 Introduction to the Australian Medical Technology Industry
- 5.2 Introduction to Leadership and Management
- 5.3 Management & Leadership Essentials
- 5.4 Implementing a Workplace Wellness Program
- 5.5 The Emotionally Intelligent Leader
- 5.6 High Performing Teams
- 5.7 Managing Work Priorities and Delegation
- 5.8 Conducting Challenging Conversations
- 5.9 Managing Conflict in the Workplace
- 5.10 Bullying and Harassment: Avoiding a David Jones Situation
- 5.11 Planning Projects
- 5.12 WHS Fundamentals
- 5.13 Interpreting Medical Technology Industry Data
- 5.14 Summarising Statistical Distributions for the Medical Technology Industry
- 5.15 Media Skills
- 5.16 Customer Focus

What topics are covered in this module?

This online webinar will present what can and should be done to prevent and manage bullying and harassment in the workplace.

Learning outcome

- Describes basic legal obligations for addressing bullying and harassment in the workplace.

Who should participate?

This module targets staff who have been:

- promoted from a 'technical' position to a management role
- recruited from outside the medical technology industry to middle management or team management roles.

The recommended pre-requisite training for this Level 1 module is 5.9 *Managing Conflict in the Workplace*.

How much does it cost?

The cost of this webinar including GST is \$115 for MTAA/VHIA members and \$230 for non-members to register. Once payment is accepted, applicants will be registered.

How do I register?

Please visit *Training* under *Professional Development* on the MTAA website www.mtaa.org.au to register.

Participants will receive via email a *Certificate of Participation* at the end of the training.

For further information about MTAA courses, please contact the Professional Development Manager on (02) 9900 0650 or email pd@mtaa.org.au