

SPEAKING ENGAGEMENTS

Breaking Bad Habits: Supervisor Training On “Do’s And Dont’s” Under Federal And Indiana Laws

DATE

March 13, 2014

SPEAKERS



**Jeanine M.
Gozdecki**
Partner



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Who should attend? Front-line supervisors and those in HR who work with them.

How is this program unique? This program will train front-line supervisors in what they need to do to keep themselves, and the company, out of trouble. The objective is to teach those supervisors – who likely have the most day-to-day contact with employees – what they can do in conjunction with HR to reduce the risk of liability under many laws governing the workplace. The aim is not to turn supervisors into HR professionals, but to enable them to understand when HR must be alerted to situations in the workplace that implicate potential legal issues, while simultaneously not taking actions which can expose the company to liability.

Topics Include:

- An overview of federal and state labor and employment laws and regulations governing the workplace.
- How to successfully and legally hire the best employees, and interview questions that can and cannot be asked.
- Common issues which confront front-line supervisors under the law, and how to successfully and legally resolve those issues.
- Practical "hands-on" advice for avoiding costly mistakes when supervising marginal or poor performers.
- Dealing with employees' health related concerns, while avoiding pitfalls under the Americans with Disabilities Act, Family Medical Leave Act, and worker's compensation law.
- How to discipline and discharge employees while minimizing the risk of an administrative change or lawsuit.

Presented by:

- Jeanine Gozdecki, Partner

RELATED OFFICES



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REGISTER HERE

Date/Location:

- Thur., March 13, 2014
7th Fl. Conference Center, 100 North Michigan
South Bend, Indiana

Times: Registration: 8:00 am | **Program:** 8:30 am | **Conclusion:** 10:30 am
Breakfast Provided

Cost: \$50 per person (This training is being offered to multiple employers at one time in order to defray the cost for each employer. This program can be presented to an employer on-site at a higher cost, price available upon request.)

Questions? Contact Kerri Martin at kmartin@btlaw.com or (574) 237-1228.