



LEARNING PROGRAM

Avoiding Supervisory Pitfalls



Avoiding Supervisory Pitfalls arms both new and experienced supervisors with useful knowledge to help recognize good supervisory practices while providing examples of common pitfalls to avoid.

This learning program will help supervisors to:

- Prevent unfair treatment of subordinates
- Identify supervisory actions that have led to allegations of unfair treatment
- Recognize scenarios in which an employee might believe a supervisor's behavior to be discriminatory even though it wasn't intended to be

Avoiding Supervisory Pitfalls

Online Course

⌚ Approximately 45 Minutes

👤 Supervisors

Topics include the importance of documenting performance issues and addressing them with employees promptly, conducting timely and accurate performance evaluations, and recognizing when to seek help from Human Resources. Failing to do these things are among the most common supervisory missteps, but they can result in claims of discrimination on the basis of a protected category—including but not limited to age, race, disability or gender—when employees believe they have been unfairly terminated or disciplined.

Learning Program Resources:

- **Online course:** Life-like scenarios demonstrate supervisory “pitfalls” and learners are asked to gauge the fictional supervisor’s handling of a variety of situations. Each scenario is followed by feedback from employment attorneys, enabling learners to compare their answers to the experts.
- **Legal Literacy for Supervisors:** This publication provides a basic overview of key employment laws to help supervisors handle situations on their own or recognize when to get help for complex matters. Use this guide to help clarify areas of confusion when troublesome situations arise.

Who Would Benefit From This Learning Program?

Supervisors in K-12 and higher education settings

Accessing the Learning Program

Visit EduRiskSolutions.org for more information and to download the resources. Then, enroll your learners at EduRiskLearning.org.