



Leadership Academy

HR 101: RULES & REGS SUPERVISORS NEED TO KNOW

DATE: Nov. 14, 2017

TIME: 9-11 a.m.

LOCATION: 1135 M ST,
3rd floor
Lincoln, Neb.

PRESENTERS: Gail Sutter &
David Kimbrough

REGISTER BY: Nov. 10

Limit of 5 supervisors
per company

SPACE IS LIMITED, PLEASE REGISTER EARLY

ABOUT THE TRAINING:

The world of work can be complicated. In most organizations, HR managers are primarily responsible for being the “experts” in HR-related regulations. However, it’s supervisors who are usually the first place employees turn for guidance.

Supervisors and managers with a good working knowledge of HR-related regulations can better support the HR department and are less likely to make costly mistakes.

This workshop will provide an overview of the following HR topics:

- Americans with Disabilities Act (ADA)
- Family Medical Leave Act (FMLA)
- Alcohol/Drug testing policies/regulations
- Sexual and workplace harassment

ABOUT THE PRESENTERS:

Gail Sutter is the Executive Director of Continuum EAP and has over 25 years of experience in consulting and training. Her areas of expertise include leadership and team development, performance management, conflict management and workplace harassment.

David Kimbrough is a counselor and workplace consultant at Continuum EAP and has previously been a program manager and administrator with several organizations. He has been a counselor for over 10 years and worked in professional settings ranging from home-based therapy to residential treatment.

TO REGISTER:

CALL:

402.476.0186 / 1.800.755.7636

EMAIL:

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Or, you can register online!
www.4continuum.com

