

MAINE REAL ESTATE & MANAGEMENT ASSOCIATION



QUARTERLY TRAINING

Thursday, March 15, 2018

Ramada Inn– 490 Pleasant Street, Lewiston

Harassment Prevention:

Harassment in the workplace is against the law. But beyond being illegal, harassing behaviors have the potential to be demeaning and destructive to victims and work cultures. This program is intended to help employers and employees prevent and stop the damaging effects of all types of harassing behaviors. It includes the following:

- Discussion around office and property/site level dynamics around sexual harassment
- the illegality of sexual harassment
- definition of sexual harassment & description of sexual harassment and other types of harassment
- internal complaint process & protection against retaliation
- legal recourse and complaint process through the Maine Human Rights Commission



Additionally, this program addresses the role we all have in speaking up in our workplaces so that all employees feel safe and valued.

Managing Conflict:

We are naturally hardwired to defer to our fight-or-flight instincts when engaging in conflict. However, in many instances conflict actually offers an opportunity to develop new skills, especially when interacting with residents. Participants take the T.K.I. assessment (Thomas-Kilmann Conflict Mode Instrument) to build self-awareness. This program explores how the five different types of approaching conflict have their own best sets of circumstances for practicing. Managing Conflict also provides an opportunity to explore the CALM model (Clarify, Agree, Listen, Manage), a tool that promotes a thoughtful approach before engaging in conflict conversations.

A GREAT TRAINING FOR ALL OFFICE & MAINTENANCE STAFF

8:30 AM– 9:00 AM – Registration & Continental Breakfast

9:00 AM – 12:00 PM - Training : Harassment & Conflict Management

12:00 PM - 1:00 PM - Bob Conroy to present Maine Housing Update, Lunch & Networking

Register Online at MREMA.org or mail payment to:

MREMA

P.O. Box 4599, #82455, Portland, ME 04121-4599

FEE: \$75.00 Per Person (Members Only) \$100.00 Per Person (Non-members)

Names of Attendees:

Company:			
Address:			
City,ST,Zip:			
Phone:			
Email:			
Check Amt:			

If you require any special considerations, please state your request along with your registration by March 9, 2018.