



# Harvest

HR & PEOPLE SOLUTIONS

## Harvest HR & People Solutions

Professional Development 2020

Compliance and Employee Relations

# Compliance and Employee Relations

Employing and managing staff is becoming increasingly complex and organisations large and small must be HR compliant. At the ground level, gain an understanding of the essentials of HR compliance or alternatively learn how to manage employees in difficult situations, ensuring you are covered with regards to Fair Work obligations and when to mediate or investigate on workplace grievances/complaints.

## Event Timetable

Date	Event	Time	Topic
26 <sup>th</sup> February	HR Masterclass	8.45am – 12noon	Workplace Investigations
11 <sup>th</sup> March	HR Masterclass	8.45am – 12noon	Conflict Management, Mediation & Investigations
22 <sup>nd</sup> April	HR Masterclass	8.45am – 12noon	Mental Injury – Your Rights
20 <sup>th</sup> May	HR Masterclass	8.45am – 12noon	Performance Reviews
24 <sup>th</sup> June	HR Roundtable	9.30am – 11.30am	Stopping the Fair Work Commissioner Knocking on your Door
12 <sup>th</sup> August	HR Roundtable	9.30am – 11.30am	Mental Injury – Your Rights
9 <sup>th</sup> September	HR Roundtable	9.30am – 11.30am	Workplace Investigations





## Indicative Program

9.00am – 9.15am	Harvest Welcome and Overview
9.15am – 11.15am	Conflict Management (Part A)
11.15am – 11.30am	Morning Tea Break
11.30am – 12.30pm	Conflict Management (Part B)
12.30pm – 1.00pm	Mediations and Investigations (Part A) <ul style="list-style-type: none"><li>– Introduction to Mediation and Investigations (why it is a necessary part of an employee relations journey)</li></ul>
1.00pm – 1.40pm	Lunch Break and Lunch Time Learning Activity
1.40pm – 3.00pm	Mediations and Investigations (Part B) <ul style="list-style-type: none"><li>– Learn the principles and tools of mediation</li><li>– Mediation Role Play</li></ul>
3.00pm – 3.15pm	Brief Afternoon Tea Break
3.15pm – 4.25pm	Mediations and Investigations (Part C) <ul style="list-style-type: none"><li>– When escalation to workplace investigations is necessary</li><li>– Why outsource</li><li>– What to expect</li></ul>
4.25pm – 4.30pm	Close

**Fee:** \$295 + GST per person  
Minimum Daily Fee \$2,950 + GST

This program is customisable – please liaise with Maree Herath, Director Harvest Talent Recruitment and People Solutions to discuss your specific requirements. Tel: 1300 363 128 Email: [maree.herath@harvesthr.com.au](mailto:maree.herath@harvesthr.com.au)

Please contact Ashleigh Durham, Executive Officer, Harvest Talent Recruitment and People Solutions on 1300 363 128 or email [ashleigh.durham@harvesthr.com.au](mailto:ashleigh.durham@harvesthr.com.au) to book your professional development program.



