



Respectful Workplace (RW) Train the Trainer Certification and Recertification



Newly Revised State Policy

The cost of the two-day certification/recertification workshop is \$500 per participant. The fee includes all facilitator materials, DVD used for the Respectful Workplace workshops, and certificate of completion.

The Respectful Workplace: Train-the-Trainer—This two day workshop equips agency trainers with the knowledge and skills needed to facilitate *The Respectful Workplace: A Staff Guide to Preventing Workplace Discrimination and Harassment* and *The Respectful Workplace: A Manager's Guide to Preventing Workplace Discrimination and Harassment* within their respective agencies. On day one the workshop content is covered in detail, followed on day two by teach back presentations, questions and suggestions for effective workshop delivery.

Upon successful completion, participants receive certification to facilitate the workshop.

Dates for the certification process are:

July 20-21, 2010, August 4-5, 2010, or September 16-17, 2010 for those not previously certified to facilitate Respectful Workplace



All Currently certified RW Agency Trainers are required to become recertified.

Dates for the recertification process are:

July 29-30, 2010 or August 31-September 1, 2010 for those previously certified to facilitate Respectful Workplace

Human Resource Officers must submit a list of facilitators to undergo the required certification to Trish Pulley prior to participant registration. An announcement that will provide complete details on the registration process is forthcoming. If there are any questions, please contact Trish Pulley at 615-741-4126 or Trish.Pulley@tn.gov.