

## Session Proposal

PRESENTER: Juliene R. Hefter, MSOLQ, CPRP – Owner – Safety First Aquatics, LLC

Deputy Director, Wisconsin Park & Recreation Association,

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PROGRAM TITLE: Sexual Harassment for Teens and Part-Time Staff

DESCRIPTION: Do your part-time staff or managers know how to determine the difference between flirtation and harassment? What are the proper procedures to follow if your staff members feel they are being sexually harassed in the workplace or school? What is your responsibility as a supervisor if one of your employees says they are being subjected to sexual harassment? This session will deal with discussing the difference between flirtation and sexual harassment and what you should do or what you should inform your staff to do if they feel this is happening to them. This session will include numerous group activities to inform you as to how to properly handle these types of situations when they arise.

NEEDS IDENTIFICATION: (What is the issue?):

Unfortunately sexual harassment exists. It must be dealt with professionally and immediately in order to ensure that no employees rights are violated. As a manager you must provide your staff and supervisors the tools needed to ensure that all staff members understand what sexual harassment is and why it is unacceptable.

LEARNING OUTCOMES: Participants will...

1. Learn what sexual harassment is and how to deal with sexual harassment in the workplace.
2. Be provided with information on how to train your part time and younger staff members what to do if they feel that they are being sexually harassed.
3. Learn the differences between flirtation and sexual harassment and when flirtation crosses the line.
4. Participants will leave with some sample sexual harassment policies and some activities that they will be able to share with their staff.

WHO SHOULD ATTEND: This session is for anyone that must supervise staff, from beginning level to more advanced managers.

FORMAT: This session is considered a seminar and will offer activities for the attendees to show them how to train their own staff at their staff's level. This is not an HR session on sexual harassment, but, rather an activity based session.

SEMINAR TRACKS: This session is appropriate for the following tracks: Financial & Risk Management, Leadership, People Management, & Personal Development, New Managers and Supervisors, and Aquatic Programming/Mgement.

SPEAKER BIOGRAPHICAL INFORMATION:

JULIENE R. HEFTER, MSOLQ, CPRP - Owner – Safety First Aquatics, LLC

DEPUTY DIRECTOR

Wisconsin Park and Recreation Association

EDUCATION:

BS in Recreational Leadership from the University of Wisconsin – LaCrosse

MS in Organizational Leadership and Quality from Marian College – Fond du Lac, Wisconsin

PARAGRAPH FORM:

Julienne R. Hefter, CPRP, is the owner of Safety First Aquatics, LLC and the Deputy Director for the Wisconsin Park and Recreation Association. She holds a Bachelor of Science degree in Recreational Leadership from the University of Wisconsin, La Crosse and a Master of Science degree in Organizational Leadership and Quality from Marian College in Fond du Lac, Wisconsin. She has recently been the recipient of the Professional Award of Merit from WPRA, which is the highest award given by the association. She was the first recipient of the annual aquatic professional of the year award from the Aquatic Section as well as receiving the Professional of the year award for the Recreation Section in 2000. Julienne has been involved in the Park & Recreation profession for the past 21 years and is an AFO Instructor with the National Recreation and Park Association and serves as the Chairperson on the AFO Board of Directors and the Educational and Professional Development Committee, as well as a member and president elect for 2006 on the National Aquatic Council. Her park & recreation background has included management of both indoor and outdoor aquatic facilities, including beaches, pools and aquatic centers as well as directing the operations of parks and recreation programs and development. She has hands-on experience in every area of parks & recreation: from staff training and development to programming; from budgeting to operations. She holds Instructor Trainer certifications with the American Red Cross in WSI and Lifeguard Training as well as having served as the Water Safety Chairman for the Dodge County Red Cross. She has presented at numerous state and national conventions throughout the years on various topics.

Length:                    **X**        1 ½ hours