



# Accept difference, be different.

## Preventing and addressing workplace bullying and harassment

The Andrea Adams Consultancy provides employers with solution focused training and advice to help them effectively manage the diverse and complex problems caused by bullying and harassment in the workplace.

Misunderstandings occur when individuals are unaware of their impact on others. Misunderstandings can then generate tension and conflict. By unlocking perceptions, emotions and feelings in a controlled and facilitated way, individuals and teams can reach far greater understanding of each other, and commit to adapt their behaviour.

To create positive workplace cultures, individuals within organisations need to understand what is and what is not appropriate workplace behaviour. Whilst there will be areas of common understanding the subject is made more complex in that the tolerance of behaviours will differ from individual to individual. Organisations need to raise awareness of appropriate behaviour, ensure there is commitment from all employees to treat each other with dignity and respect, promote open cultures where being honest with colleagues is welcomed and make it clear that there needs to be a willingness to adapt behaviour if offence is caused.

Our online 360 questionnaires used within our workshops can provide really rich information to help support individuals and teams to unlock perceptions of their own behaviour, and that of other's, to improve working relationships. Tangible data really gets to grips with what can be a subjective area. Some examples of how 360 questionnaires can be used include:

### Moving Forward

- Helping individuals or teams repair relationships and 'Move Forward' following incidents or conflict.

### Management Development

- Helping managers to consider how team members perceive their approach in terms of being a culture champion and to help them develop positive workplace cultures within their teams.

### Early Intervention / Prevention – Diagnostic

- Helping teams review and act on their working relationships where tensions are bubbling under the surface.

### Harassment Adviser Recruitment

- A tailored version of the questionnaire can be used to select those individuals who will make good Harassment Advisers

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