

Course : Preventing discrimination in the workplace

Practical course - 1d - 7h00 - Ref. PDI

Price : 930 CHF E.T.

★★★★☆ 4,3 / 5

Preventing discrimination has become a strategic necessity for today's companies. This training course will shed light on the legal concept of discrimination and its prevention methods at the various levels where it may occur: recruitment, mobility, promotions...

Teaching objectives

At the end of the training, the participant will be able to:

- ✓ Understanding the foundations of non-discrimination
- ✓ Preventing discrimination in recruitment
- ✓ Preventing discrimination in career development
- ✓ Raising awareness and involving all players in the fight against discrimination
- ✓ Know the legal framework relating to discrimination in the workplace

Intended audience

HR directors, HR managers, recruiters, HR staff, managers.

Prerequisites

No special knowledge required.

Course schedule

1 The legal framework relating to discrimination in the workplace

- Understand the concepts of diversity and discrimination.
- Identify the legal and institutional context of discrimination.
- Identify reference organizations and their roles.
- Understand the risks of criminal and labour court proceedings.
- Know the company agreements on non-discrimination: disability, parity, professional equality, seniors...

PARTICIPANTS

HR directors, HR managers, recruiters, HR staff, managers.

PREREQUISITES

No special knowledge required.

TRAINER QUALIFICATIONS

The experts leading the training are specialists in the covered subjects. They have been approved by our instructional teams for both their professional knowledge and their teaching ability, for each course they teach. They have at least five to ten years of experience in their field and hold (or have held) decision-making positions in companies.

ASSESSMENT TERMS

The trainer evaluates each participant's academic progress throughout the training using multiple choice, scenarios, hands-on work and more. Participants also complete a placement test before and after the course to measure the skills they've developed.

TEACHING AIDS AND TECHNICAL RESOURCES

- The main teaching aids and instructional methods used in the training are audiovisual aids, documentation and course material, hands-on application exercises and corrected exercises for practical training courses, case studies and coverage of real cases for training seminars.
- At the end of each course or seminar, ORSYS provides participants with a course evaluation questionnaire that is analysed by our instructional teams.
- A check-in sheet for each half-day of attendance is provided at the end of the training, along with a course completion certificate if the trainee attended the entire session.

2 Analyze the dangers of perception for an application

- Analyze the risks of potential exclusion when reading CVs.
- Differentiate between factual and inferential aspects of perception (prejudice, a priori, stereotypes).
- Evaluate the risks of poor analysis and questionable choices.
- Use appropriate interview techniques to obtain accurate information.
- Understand the legal dangers of taking notes during an interview.

Hands-on work

Practice analyzing written information from several CVs.

3 Preventing discrimination in career development

- Ensure non-discrimination at all stages of career development management.
- Identify points to watch out for.
- Secure career development practices and processes within the company: mobility, promotion, salary...
- Combining the fight against discrimination and the promotion of diversity at all levels of the company.
- Raising managers' awareness of the issue of non-discrimination.

Hands-on work

Role-playing based on situations from the participants' day-to-day professional life.

4 Assessing inclusion and exclusion phenomena

- Identify situations perceived as discriminatory: comments, behavior, written and oral communications.
- Become aware of exclusionary behavior.
- Practice conveying difficult messages.

Hands-on work

Use metaphor to understand the risks of discrimination in everyday life.

TERMS AND DEADLINES

Registration must be completed 24 hours before the start of the training.

ACCESSIBILITY FOR PEOPLE WITH DISABILITIES

Do you need special accessibility accommodations? Contact Mrs. Fosse, Disability Manager, at psh-accueil@orsys.fr to review your request and its feasibility.

Dates and locations

REMOTE CLASS

2026 : 5 June, 5 June, 27 Nov., 27 Nov.