

Sexual Harassment: Committing to a Safe Work Environment

Sexual harassment is a serious issue that has recently dominated headlines. It has cost people their careers, livelihoods, families and reputations. The recent media attention sheds light on a problem that demands dialogue and action—because it's not just billionaires, actors, congressmen, and other powerful men who engage in workplace indiscretions. Sexual harassment occurs across all social classes, ethnicities, and genders.



What is sexual harassment?

Sexual harassment as defined by Title VII of the Civil Rights Act of 1964 and the Equal Employment Opportunity Commission (EEOC) guidelines, is unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of such a nature when:

1. Submission to such conduct is made either explicitly or implicitly as a term or condition of an individual's employment.
2. Submission to or rejection of such conduct by an individual is used as the basis for employment decisions affecting such individuals.
3. Such conduct has the purpose or effect of unreasonably interfering with an individual's work performance or creating an intimidating, hostile, or offensive working environment.

Sexual harassment is unlawful, regardless of who does it. The harasser can be the victim's supervisor, a supervisor in another area, a co-worker, or someone who is not an employee, such as a client or customer. It is not limited to inappropriate conduct of men against women. It could be women against men, women against women, or men against men.

[http://www](http://www.mvh.org/EmployeeCare) 

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on the Web!**

Do you want to know more details about your Employee Assistance Program?

Go to
mvh.org/EmployeeCare

EmployeeCare

Keeping you informed from EmployeeCare, your employee assistance program, a benefit extended by your organization to all employees and their household members. Some exceptions related to the terms of each individual company contract may apply.

3170 Kettering Blvd.
Building B
Dayton, OH 45439

We have satellite offices in Eaton, Springboro, Troy, Greenville, and at Miami Valley Hospital South.

8 a.m. to 7 p.m. Mon. - Thurs.
8 a.m. to 6 p.m. Fri.

All counselors provide evening appointment times.

(937) 208-6626 or
(800) 628-9343
(24-hour, toll free)

Services Include:

- Voluntary, confidential assessments. Short-term counseling and referral services for employees and household members covering a wide range of issues. Services are free and number of accesses unlimited.
- Substance abuse and wellness education groups
- In-service for sexual harassment, diversity, violence in the workplace
- Workplace wellness
- 24-hour crisis phone service
- Substance abuse trainings that meet state and Bureau of Worker Compensation requirements for drug free workplaces



What should I do if I am being sexually harassed?

If you believe you are being sexually harassed at work, please take the following steps:

1. **Attempt to resolve the situation, if it is safe to do so.** If you feel safe addressing the situation, communicate with the offending person, either verbally or in writing, identifying the behavior that is offensive and stating that you wish the behavior to stop immediately.
2. **Report the Behavior.** If the unwanted behavior continues, follow your organization's reporting protocol.

3. **Document the Behavior.** Be prepared to have written documentation that addresses instances of the harassing conduct, dates and times, persons involved in the harassment and the names of witnesses, as applicable.

All employees should review their employer's sexual harassment policy.

If you suspect someone else is being sexually harassed at work, let the person know of your support and encourage him or her to take the steps listed above. Don't allow anyone to dismiss being sexually harassed as harmless. Standing up to sexual harassment is everyone's responsibility.

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