

Stop bullies in their tracks

with

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“think
learn?
succeed”

Workplace bullying is more common than you think. You CAN do something about it. Step one: recognise what a bully does.

Bullies set out to threaten, offend or humiliate. Some use physical tactics (e.g. hair pulling). Others specialise in verbal attacks (e.g. insulting nicknames or baiting comments).

Signs of bullying

Bullying can result in physical or mental distress. If you're being bullied, you might:

- have felt physical pain as the result of someone's action
- be repeatedly put down or shamed
- dread going to work each day
- do everything you can to avoid specific people at work

What to do if you're being bullied

Keep records

Write down what happens and when. Remember that bullying is a pattern of behaviour. Your notes will highlight this pattern.

Seek support

Bullying can wear you down. You need support to make sound decisions. Speak to a counsellor, doctor, legal practitioner or human resources advisor.

Develop an action plan

This helps you feel in control and take back your personal power.

Make a formal complaint

To find out how, speak to a grievance officer, occupational health and safety advisor, human resources officer or your supervisor.

Read more about it

Dealing With Workplace Bullying. www.safework.sa.gov.au

This is a practical guide to recognising and dealing with bullies. It explains what bullying is, how it impacts on workers and what steps to take if you're being bullied.

**Book Eleanor to run a course for your team
Call 0433 126 841 for quotes and bookings**