



# How to Have Sensitive and Difficult Employee Conversations

## Addressing private and personal topics

As a manager or HR professional, dealing with sensitive employee issues can be uncomfortable. Your job is to keep the business of the company productive while protecting your employees' privacy. According to Forbes, ignoring, or not properly managing delicate situations can create issues for the organization moving forward.

Whether you are an HR professional who has training in handling these issues, or a small business owner who has never encountered such issues, having specific training for these types of conversations is always helpful. The goal of this 3.5-hour interactive seminar is to provide HR professionals, leaders, managers, supervisors, even co-workers, with the tools to address sensitive issues with employees.

## What You'll Learn

- Policies that companies have in place to address the handling of private, sensitive or uncomfortable situations and information.
- Ways to approach an employee when discussing a sensitive issue.
- Strategies for handling when an employee comes to you with a sensitive issue.
- Knowledge on the laws to consider when addressing sensitive conversations.
- Real-life examples of handling sensitive issues in the workplace.