



# Management Training, including e-Based Training

Preventive Training Strategies and Positive Learning Solutions

**jackson | lewis**  
Preventive Strategies and  
Positive Solutions for the Workplace™

**Jackson Lewis is one of the largest law firms in the country dedicated exclusively to the practice of workplace law. With over 400 attorneys in major locations nationwide, the firm enjoys a national perspective accompanied by sensitivity to the nuances of regional business environments. For 50 years, Jackson Lewis has represented a wide range of public and private sector employers and non-profit institutions in a vast array of industries. Our practice is to partner with clients in creating policies and procedures that promote productive employee relations and limit disputes. When issues arise, Jackson Lewis attorneys work to devise optimal solutions that minimize costs and maximize results. Whether counseling, training on legal compliance, or litigating a complex case, we are always mindful of how to best help our clients achieve their business goals.**

### **Our Training Practice**

Jackson Lewis pioneered the practice of preventive employment law. We help clients reduce workplace-related litigation by educating them on legal trends, judicial developments, and statutory and regulatory compliance. Our training strategies are developed by renowned attorneys who possess expert knowledge of today's workplace law and can help clients anticipate the workplace law of tomorrow. Jackson Lewis attorneys regularly conduct training on a variety of issues including, but not limited to:

- Affirmative Action/Diversity/Sensitivity
- Corporate Ethics and Compliance (including the Sarbanes-Oxley Act and whistleblowing)
- Discipline and Termination
- Dispute Resolution
- Employee Benefits and Executive Compensation
- Employee Privacy Issues (including substance abuse management, background checks, testing, electronic communications, etc.)
- Hiring
- Immigration
- Internal Employee Investigations
- Labor Relations/Union Awareness (including management, avoidance, organizing, campaigns, etc.)
- Legal and Legislative Updates

- Managing Employees With Disabilities (including protected leaves of absence)
- Non-compete (including intellectual property and proprietary information)
- Principles of Equal Employment Opportunity (including discrimination, harassment, and retaliation prevention)
- Reductions in Force
- Wage/Hour (including employee classifications, meal periods, rest breaks, etc.)
- Workplace Injury and OSHA
- Workplace Violence Prevention

### **Our Training Philosophy**

Our training philosophy is simple – we want attendees to feel comfortable expressing their opinions on controversial topics, while remaining open to different perspectives and viewpoints. We encourage communication not only with the attorney trainers, but also with fellow attendees. Rather than subjecting attendees to lengthy lectures on the law, our attorneys focus on everyday challenges that arise in the workplace and provide solutions to many of the most difficult issues facing employers today. Where appropriate, we incorporate employer's policies and procedures into discussions of how to best handle certain situations. Our attorneys customize training programs to fit the needs of each individual workplace and to provide attendees with an entertaining and dynamic learning experience.

### **Training Options**

- *The Customized, Blended-Training Solution:* Because Jackson Lewis recognizes that each workplace is unique and that no one style of training will accommodate the needs of all employers, we provide our clients with a variety of training options. Employers may select any one training style or instead choose to implement a “blended-training solution” incorporating several different training methods.
- *Private Classroom Training:* Jackson Lewis attorneys deliver high-energy, hands-on classroom sessions either on-site in our clients' offices or at an alternative location selected by the client. Utilizing innovative visual technology, customized workplace scenarios, and practical questions and polling, classroom training is an effective way to ensure interaction. Our attorney trainers consistently provide appropriate education on all requested training topics, while encouraging candid and constructive communication with all attendees.
- *Private Executive Sessions:* Employers may choose executive sessions for a multitude of reasons, including privacy and con-

fideliarity concerns, or a need for training that concentrates on topics most crucial to high-level employees.

- *Train-The-Trainer Services*: Train-the-trainer services include development of an employer-tailored training program in which a qualified attorney-educator teaches an employer's designated trainer(s) how to conduct workplace training sessions. As internal training programs and in-house trainer qualifications continue to attract debate, this training method can provide employers with an outstanding long-term resource.
- *Live Webinars*: Live webinars may be a convenient method of training for those employers with various locations and those who cannot assemble employees in one place at the same time. Jackson Lewis is proud to host the innovative multimedia necessary to provide interactive webinar training.

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**“We use Jackson Lewis for all of our employment law-related education. Their skill, professionalism, and experience is unmatched in the industry.”**

**• Richard Seldon,  
President, Sterling Testing Systems, Inc.**

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- *Electronic Training\**: Through its strategic partnership with Workplace Answers, Inc.™, Jackson Lewis offers the finest online employment law related training available. The Workplace Answers solution is easy to use, technologically robust, thoroughly customizable, constantly updated, and particularly cost-effective for today's dispersed workforces. Training can be delivered locally or remotely through standard web browsers or via a Mobile Learning Device.

- *Public Seminars*: Jackson Lewis regularly conducts public training seminars on an assortment of workplace topics throughout the country. Public sessions are reasonably priced and may be attended by any number of representatives from one organization. Additional details regarding these seminars may be found on our website at [www.jacksonlewis.com](http://www.jacksonlewis.com).

## Why Train?

Training is an employer's first line of defense in the event of a claim, charge, or lawsuit. As employment lawsuits multiply, employers face millions of dollars in direct costs and incalculable damage to business and reputation. Employers are learning first hand the value of workplace training, as courts and the Equal Employment Oppor-

tunity Commission continue to acknowledge workplace training as both a positive step toward meeting the employer's responsibility to provide a workplace free of inappropriate and illegal conduct, and a risk protection under the Supreme Court's affirmative defense to liability. Many states, such as California, Connecticut, and Maine, now have legislation requiring workplace training on harassment prevention. It is almost certain that similar laws, as well as laws broader in scope, will be enacted across the country.

Jackson Lewis attorneys are guided by the principle that employers can and should anticipate and prevent problems in the employment relationship. To this end, we educate and train managers, supervisors, and employees not only to comply with employment laws, but also to be effective representatives of the organization, always recognizing the worth and dignity of the individual. We firmly believe that a preventive approach produces positive results both for the individual and the organization - enhanced morale, increased productivity, and a more positive and constructive working environment.

## Why Use Attorney Services for Workplace Training?

Experienced employment law attorneys are particularly qualified to provide workplace training. Jackson Lewis attorneys are not only experienced trainers, but they are also part of a national law firm that is at the forefront of existing and pending workplace-related law and legislation. Similarly, our trainers possess first-rate knowledge about the expectations of national and regional judicial authorities.

For additional information regarding Jackson Lewis Preventive Strategies and Positive Learning Solutions, we invite you to contact your Jackson Lewis attorney or Partner Michael J. Lotito at (415) 394-9400 or [lotitom@jacksonlewis.com](mailto:lotitom@jacksonlewis.com).

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**“Jackson Lewis is one of the nation's leading employment law firms with almost 50 years of experience providing preventive workplace solutions and training. I think they walk on water.”**

**• Mike Losey, SPHR, CAE,  
President, MikeLosey.com, retired president and CEO,  
Society for Human Resource Management**

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\*Jackson Lewis will receive a commission for referral of your organization to Workplace Answers. Workplace Answers does not provide legal advice and does not extend any attorney-client privilege. Using the Workplace Answers program will not constitute legal advice given by Jackson Lewis. If you have any questions about the strategic relationship between Jackson Lewis and Workplace Answers, please contact Michael J. Lotito at [lotitom@jacksonlewis.com](mailto:lotitom@jacksonlewis.com) or Martin Payson at [paysomm@jacksonlewis.com](mailto:paysomm@jacksonlewis.com).

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