

# 2021

ICAHN Professional  
Education Services

## BARBARA A. WEINER WEBINAR

### Employment Law for Supervisors: Annual Review of What Your Staff Must Know

It is critical for every supervisor to understand the laws related to the employment relationship and how to document to avoid successful litigation against your organization. This year, COVID 19 and working from home dominates many of the problem areas in employment relationships. Given the stress of these times, it is more important than ever to make sure supervisors understand their role and are supported by management.



### Two-Part Series: Thursdays, March 11 and 18, 2021

*This two-part series is from 11:00 a.m to 12:30 p.m.*

#### Session One: A Comprehensive Overview & Sexual Harassment Prevention Training

This session includes what every supervisor needs to know about anti-discrimination laws, ADA, FMLA, and other acts. It covers retaliation and harassment, including sexual harassment. The issues of racial and gender sensitivity are addressed, along with the rights of nursing mothers. It meets the requirement for the one hour of sexual harassment training now mandated by Illinois law for all employees.

#### Session Two: Doing It Right: Effective Hiring, Supervision, and Discipline

Because Coronavirus has greatly impacted the workplace, this session will discuss COVID 19 issues, including supervising those working from home. This session also covers hiring, orientation, training, and evaluating performance. It goes into detail about how to supervise employees working from home. Handling discipline is covered as well as stressing the importance of good documentation. It concludes with the responsibilities of supervisors and how they can prevent lawsuits against your organization from employees.

### Featured Speaker:

Barbara A. Weiner, J.D., has practiced law for more than 35 years. She specializes in representing healthcare providers and not-for-profit community agencies. Barbara spends a great deal of her time consulting to her clients on HR issues, including hiring, discipline, termination, ADA, FMLA, and other legal issues that arise in the work setting. This year, COVID 19 issues, working from home, and racial equity has dominated her time.



### Fee Schedule:

**\$600 per organization  
or \$100 per individual**

### Registration Information:

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*If paying by check, please make it payable to ICAHN, Attention:  
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Payment is non-refundable and must be made prior to the first webinar. If a session is missed, the employee will be able to access it on the internet for two months. For more information, contact Kathy or Liz at 217.223.0452.