## Let's Talk... BULLYING, Abusive Conduct, & Their Consequences



## What is bullying?



Bullying within an organization is pattern of inappropriate, abusive conduct that is:



### Aggressive:

It's a form of harassment that is particularly emotionally abusive and detrimental to the self-esteem and well being of the target.



#### **Intimidating:**

Bullies feel the need to be in control, at the expense of their targets, and they can often encourage the same negative behavior in others.



### **Humiliating:**

Bullying is behavior that demeans another person.



#### **Threatening:**

Historically, workplace bullying and intimidation tends to be more psychological and less physical than it once was, but it still occurs in all its forms, especially during times of global or national economic uncertainty.



### **Undermining:**

Being bullied undermines a person's confidence and ability to do his or her job.



# Example of bullying in an organization are:



✓ Verbally undermining a person's self-esteem through direct put-downs, sarcasm, or implying that he or she is incompetent, immature, or a detriment to the organization.

✓ Adversely affecting productivity by assigning busy-work and pointless tasks.



✓ Taking credit for or plagiarizing someone else's work or ideas.

- ✓ Intimidating someone by blocking his or her path or access to a workspace or needed equipment.
  - ✓ Shoving, inappropriately touching, or otherwise physically assaulting



- ✓ Cyber-bullying by posting inappropriate messages or pictures on social networking sites.
  - ✓ Gossiping or spreading rumors.
  - ✓ Yelling or laughing at someone.
  - ✓ Name-calling or other verbal abuse.



- ✓ Making overt or veiled threats of demotion, dismissal, or even physical harm.
- ✓ Isolating someone by ostracizing or excluding him or her socially, or putting the person in socially awkward situations.
  - ✓ Withholding information needed to work effectively or fit in socially.



- ✓ Placing someone in physically dangerous situations.
  - ✓ Gesturing threateningly.
- ✓ Ridiculing, mocking, or otherwise intentionally humiliating someone.



- ✓ Unnecessarily nitpicking and micromanaging another's work.
  - ✓ Abusive hazing or initiations.
- ✓ Trying to embarrass someone by revealing his or her personal information.



# How does bullying affect individuals and organizations?



### Bullying can cause:

- ✓ absenteeism
- ✓ an inability to focus
- √ lack of productivity
  - ✓ depression
- ✓ chronic headaches and digestive problems
  - ✓ self-doubt and low self-esteem



## Is bullying illegal?



Bullying is a form of harassment, and harassment that violates Title VII of the Civil Rights Act and other acts that amend or extend it, is illegal.



The U.S. Equal Employment Opportunity Commission, or EEOC, defines harassment as "unwelcome conduct that is based on"

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- ✓ race
- √ color
- ✓ religion
- ✓ sex (including gender-identity and pregnancy)
- √ national origin, age (for those over 40)
  - ✓ disability
  - ✓ genetic information



According to the EEOC, harassment becomes unlawful when enduring the offensive conduct becomes a condition of continued employment,



or when the conduct is severe or pervasive enough to create a work environment that a "reasonable person" would consider intimidating, hostile, or abusive.



## Retaliation is illegal.



Employers are liable for harassment from supervisors, non-supervisory coworkers, and even non-employees, such as customers, contractors, vendors, and patients.



Know that it is illegal for an organization or supervisor to retaliate against an employee seeking to address harassment.



Let's all take a stand against bullying, and work to make ours a safe, productive, and happy organization for everyone.

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