

Training Catalog

OCWR



The Congressional Accountability Act of 1995 (CAA) applies 13 federal workplace rights, safety, and accessibility laws to the legislative branch. The Office of Congressional Workplace Rights (OCWR) provides a program of education and training to inform legislative branch staff of their workplace rights and protections under the CAA. All OCWR training is intended to promote a safe, civil, and productive workplace. For more information on OCWR training programs, email the office at ocwrtraining@ocwr.gov or call 202-724-9250.

Training Webinars

1

BYSTANDER INTERVENTION

When in the presence of offensive conduct, bystanders may, for a variety of reasons, choose not to get involved; this is known as the “bystander effect.” This training module defines the concepts of the bystander effect and bystander intervention theory; helps attendees recognize the importance of intervention; proposes strategies for when and how they may safely intervene; explains the impact of bystander intervention on positive, professional workplace culture; and applies bystander intervention techniques through instructor-guided scenarios.

2

THE CONGRESSIONAL ACCOUNTABILITY ACT AND THE OFFICE OF CONGRESSIONAL WORKPLACE RIGHTS

This training module explains the role of the OCWR in administering and enforcing the CAA, outlines the rights and responsibilities of covered employees under the CAA, and sets forth OCWR’s administrative dispute resolution procedures and the necessary deadlines for covered employees to file a claim with OCWR.

3

THE CONGRESSIONAL ACCOUNTABILITY ACT: RECOGNIZING AND PREVENTING DISCRIMINATION AND HARASSMENT

This training module outlines the rights and responsibilities of covered staff and offices of the legislative branch under the CAA. Additionally, this training outlines the OCWR administrative dispute resolution process and the necessary deadlines for covered employees to file a claim. It also examines different types of harassment and discrimination and the legal prohibitions on such conduct in the workplace. The module includes a 30-minute supervisor supplement that explains the supervisor’s role and employing office obligations in preventing harassment and discrimination, discusses employing office liability, and examines the prohibition on retaliation.

4

CIVILITY AND INCLUSION

The legislative branch employs over 30,000 employees of varied experiences and backgrounds. This training module reviews the core concept of workplace civility, its related concepts, and its institutional benefits; examines specific civil behaviors and conflict management practices in multiple workplace environments; and proposes strategies to create, foster, and maintain a climate of inclusion in the legislative workplace.

5

CIVILITY, IMPLICIT BIAS, AND INCLUSION

Implicit biases are psychological shortcuts that influence our perceptions of other people in unconscious ways – may cause us to unintentionally act in ways that others perceive as uncivil. This training module examines implicit bias and its association with incivility, emphasizes the importance of mitigating the effects of implicit biases to maintain a civil work climate, examines specific civil behaviors and conflict management practices in multiple workplace environments, and proposes strategies to create and foster a climate of inclusion in the workplace.

6

IMPLICIT BIAS

All humans have implicit biases – psychological “shortcuts” that influence our perceptions of other people in unconscious ways – and these biases are not necessarily bad; however, they may become problematic if they result in a person engaging in negative behaviors toward others. This training module identifies the origins of and the reasons for the formation of implicit biases; examines the connection between implicit biases and microaggressions; demonstrates the manifestations and workplace impacts of these biases; and proposes individual, interpersonal, and institutional strategies to combat the issue in the workplace.

7

IMPLICIT BIAS FOR MANAGERS

Individual awareness is essential in mitigating the effects of implicit biases in the workplace, but it is only the first step. This training module, which is geared toward supervisory-level professionals, continues the introductory discussion of implicit bias and approaches the subject from a more institutional standpoint. The presentation begins with a brief review of the core concepts on the subject of implicit bias, then provides a comprehensive list of tools and strategies designed to aid managers in managing the potentially biased or bias-motivated conduct of employees and the manifestations of their own implicit biases in their unique duties.

8

RACIAL EQUITY

The Civil Rights Act of 1964 was signed into law over 50 years ago, but the discussion of racial equality has not ended; instead, it has shifted toward a focus on racial equity. This training module summarizes key concepts of racial equity, suggests techniques to constructively discuss the subjects of race and racial inequity, provides tools and methods for counteracting racial bias, and identifies opportunities and next steps for applying concepts and strategies to advance racial equity.

Office of Congressional Workplace Rights

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