



# Canadian Food Processors Institute

Food Processing Human Resources Council

## ONLINE COURSE PROFILE

**Title:** Workplace Diversity

**Description:** This course addresses workplace diversity in Canada. The great variety of differences between people in today's work environment comes with opportunities and challenges. Communication, adaptability and change are prime requirements for employees to work together productively and harmoniously. Further, with workplace diversity continually increasing, forward looking companies and organizations see the need to be proactive in successfully developing diverse, inclusive work environments.

This course provides guidelines for defining and managing diversity, understanding Canada's diverse labour market, managing the five generations working together today, legal requirements for the Canadian workplace related to diversity and inclusion, knowing the programs for recruiting foreign workers, building an inclusive workplace, and developing a diversity program.

**Who should attend?** This course is applicable to all industry personnel in a food processing plant including: new hires, owners, supervisors, production personnel, etc.

**Duration:** 1.0 hour

**Learning Objectives:** After the completion of the Workplace Diversity course, students will have developed the following knowledge and strategies:

- Understanding the meaning of diversity
- Understanding that diversity defines Canadian workplaces
- To welcome and benefit from diversity
- Identify the three steps for managing diversity
- Understand that Canada's workforce has five generations working together
- The moral and legal considerations of workplace equality in Canada
- Knowledge of employee rights and responsibilities as a member of Canada's work force
- Knowledge of worker recruitment programs
- Legal requirements for creating an inclusive workplace
- Anti-harassment and workplace accommodation policies
- Employer's responsibilities in dealing with complaints about harassment.
- Strategies for integrating diverse new hires into the workplace and supporting their needs

The goal of this training is to provide knowledge, insights and strategies which will help clients be welcoming and supportive of diverse employees in Canada's food processing industry.

**Major Topics:**

- Advantages and challenges of diversity
- Generational diversity
- Inclusive workplaces
- Harassment
- New employee integration



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## **Evaluation Process**

FPHRC is committed to providing relevant training in an appropriate and useable form for the food and beverage processing industry. This course has been developed because the subject area is one for which a need for training was identified. The course information and online format was developed with both the subject matter and prospective participants in mind. The FPHRC welcomes evaluations and comments as a method of fulfilling its mandate to provide relevant training for the food and beverage processing industry.

A course evaluation form about course material and delivery will be provided. Though this evaluation is optional, each participant is encouraged to complete a course evaluation to help us make improvements.

## **Knowledge Evaluation**

Adult learners must be able to assess their own performance as they practice new behaviours and theories. Knowledge evaluation for participants will occur at the end of each course module and a final evaluation at the end of the course. Participants must demonstrate a minimum level of knowledge (70%) for the final course evaluation.