

LUNCH TIME DISCUSSION SEMINARS



PCC Employment Lawyers is a specialist employment law firm with many years of combined knowledge and experience in workplace law, industrial relations, workplace investigations, and training.

Our lunch time seminars are informal, client led, and interactive; designed to help employers and managers better understand their obligations in a variety of challenges that arise when running a business and employing staff.

PCC Employment Lawyers offer four lunchtime discussion seminars, including:

- Demystifying termination of employment
- Social media at work
- Types of employment – the myths
- Flexible working arrangements

The seminars are run by our solicitor, Brian Powles. Brian is able to schedule the seminars for a day and time that suits you. He can come to your office to minimise the interruption to your working day and ensure you can return to work and start implementing our advice in your business as soon as possible.

The seminars are designed to be attended by business owners and managers who deal with employee and HR issues. There is plenty of opportunities for those attending to ask questions about issues they are currently facing or hypothetical scenarios that they may have.



Demystifying Termination of Employment

The success of any organisation depends on employees that are capable, enthusiastic, and productive. Sadly, this naturally involves the company parting with employees on occasion. However, the laws around termination of employment are intimidating for even the most hardened employer.

We work with your organisation to demystify the discipline and termination process, workshopping practical examples and scenarios so that you and your organisation can navigate situations that arise with confidence and without fear.

We will answer questions from participants, focusing on real life examples that managers face on a day to day basis. Topics include:

- Unfair dismissal
- Unlawful termination and breach of contract
- Constructive dismissal
- Redundancy
- Performance management and warnings
- General protections and discrimination



PEOPLE + CULTURE + COMPLIANCE

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Social Media at Work

The workplace of today is a starkly different place to that of a decade ago. Social media has presented employers with a range of new problems. On one hand, social media has offered businesses further opportunities to engage with a broader section of the community. On the other hand, social media during work time is an annoying distraction to the workforce and a threat to productivity, and provides a new medium for inappropriate material to be distributed. Outside of work, its use amongst employees provides an opportunity for bullying and harassment, often outside the potential view of management. Many employers are not adequately prepared for this new range of risks.



We provide practical, hands on advice to assist you to manage the difficulties that can be presented by social media. Topics include:

- Establishing a social media policy to fit the specific needs of your workforce
- Keeping track on what your employees are doing without being invasive
- Dealing with employees who misuse social media
- Preventing cyber bullying and harassment

Types of Employment – the Myths



An area of employment that is commonly misunderstood by managers and HR professionals is the types of employment can be offered, and how they are defined. Whether someone is legally full-time, part-time, casual, an independent contractor, or an 'intern', will normally be a question of objective fact in all of the circumstances. It is rarely a question of the employer's subjective choice.

The type of employment that is offered, will impose different rights and obligations to you and your business. We make sure that you understand the practical differences between employment types so that you can ensure you are complying with the legal framework, and enjoy the benefits that come from having a varied and flexible work force. Topics include:

- The different types of employment (full time, casual, fixed term, part-time etc.)
- The difference between employing someone and retaining them on an independent contractor basis
- Are internships legal? And what tasks can they be given?
- The rights and duties that come with each type of relationship
- The risks that attach to getting it wrong



Flexible Working Arrangements

The Fair Work Act provides that parents, carers and those with disabilities are entitled to request flexible working arrangements. This can include a change to working hours, location of work or patterns of work.

As an employer, it's understandable that you may have reservations about flexible working arrangements. At PCC Employment Lawyers, we support flexible working arrangements as a means of assisting people to maintain

workforce participation, which in turn maximises your chances of maintaining the best possible team. But we also understand the apprehension that comes when approached by an employee seeking flexible working arrangements, and the natural limits inherent to their provision in most businesses. Our training covers:

- What flexible working arrangements are, and what terms and conditions of employment can be made 'flexible'
- An employee's right to request flexible working arrangements and who may request them
- When an employer can refuse a request
- Negotiation strategies to ensure that arrangements are mutually beneficial

The above lunch time seminars are charged at a cost of \$600 plus GST.

If you would like to book one of the above seminars, please contact Brian Powles using the below contact information.



Brian Powles

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