



JOB BOX TALK INSTRUCTOR GUIDE

Bystander Intervention

1. DEFINE THE TOPIC AND GIVE EXAMPLES

See Something, Say Something! Become an Active Bystander (someone who sees a situation, takes steps to speak up or step in to keep a situation from escalating).

IDENTIFY

If something happens to you or someone else on the jobsite, don't ignore it; bullying, hazing and harassment are not acceptable.

Ask Yourself:

- Am I aware there is a problem or risky situation?
- Do I realize someone needs help?
- How do I keep myself safe?
- Are there others I may call upon for help?
- What are the pros/cons for taking action?

ADDRESS

Address the issue and choose to take action by using the 4 D's: Direct, Distract, Delegate, and Delay.

There are many ways to intervene:

- Direct:** directly intervene
- Distract:** distract either party
- Delegate:** get help from others
- Delay:** check in later

RESOLVE

Work in partnership to make sure the issue is addressed and resolved. Retaliation against anyone making a report is prohibited.

Ask Yourself:

- Is the issue over?
- What else needs to be done?
- What additional resources and support are available?
- Check back in to the individual

IMPACT

2. EXPLAIN THE IMPACT OF THE TOPIC

- Research shows that when a peer steps in and stands up to bullying and harassing behavior, it is more likely to stop.
- Assisting your peers in the moment will help to build a more trusting and accountable team.



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Expectations

3. DESCRIBE EXPECTATIONS FOR ACCEPTABLE BEHAVIOR.

See something, Say something!

Anyone who sees or hears their peers engaging in disrespectful behavior (including bullying, hazing and harassment) should act as an active bystander: pay attention to what's happening, decide what to do and take the appropriate actions to intervene.



4. ASK REFLECTION QUESTIONS

What is one example of a time when you acted as a bystander or observed someone else act as a bystander at work, and what was the result?

What did you learn that will help you deal with future situations?



5. END WITH KEY TAKEAWAYS

Peer intervention can consist of small actions that can create a big difference in curbing or preventing disrespectful behaviors. You must be aware of yourself and understand how you orient yourself in public to successfully intervene. Stand up to help create a work environment where respect is the norm.