

**League Professional Development Webinar**  
*“Preventing Sexual Harassment in Your Municipal Workplace”*  
**April 17, 2020**  
**11:00a.m.-12:15p.m.**  
**Location: Your Computer**

This webinar will review the protected bases and the areas of protection covered in the law against discrimination. It will identify both types of sexual harassment as identified by the courts and will review the corresponding liabilities for the employer. The discussion on sexual harassment will review immediate and long-term preventive solutions managers and business owners should use to mitigate liability.

**Schedule:**

11:00a.m -12:15p.m. –Webinar Topic and Discussion

**Presenter:**

**Elise Olgin, Legal Specialist**, State of New Jersey, Office of the Attorney General, Department of Law and Public Safety, Division on Civil Rights

**REGISTRATION FEE: Member Rate: \$35.00\* Non-Member: \$45.00**

\*Member rate applies to: Municipalities, State, County, and Municipal Utilities & Authorities.

**To Register:**

1. Visit the Seminar Calendar on the League website at [www.njlm.org/seminars](http://www.njlm.org/seminars)
2. Download the Registration Form
3. Fill out the form and either e-mail to [dbijou@njlm.org](mailto:dbijou@njlm.org) or fax to 609-695-0151\*
4. **(3)Three Business Days** before the webinar attendees will be sent an e-mail confirmation from “GoToWebinar” or “Log Me In” with a personalized link that will allow them to log in to the webinar at the appointed time. **If you do not receive this link, please contact the League at 609-695-3481.**
5. At the scheduled time of the webinar, the attendee will click the link provided in the confirmation e-mail and will be automatically directed to the virtual classroom.

***Please note, in order to connect to the webinar, you may be required you to install the GoToWebinar Codec. To do this, hit “run” or “launch “when prompted and the codec will automatically install.***

6. Please note, **attendees must sign on to the webinar at the specified time.** Any attendee that signs in after the start of the webinar may not be eligible for credit.

\*For last minute registrations a faxed or e-mailed copy of the check or PO is acceptable.

**Cancellation Policy:**

Cancellations will be accepted until 4:00p.m. three (3) business days prior to the scheduled webinar. Cancellations must be in writing. After the Cancellation Deadline there are no refunds.

**Substitutions:**

If you are unable to participate in the webinar and you would like to transfer your registration to someone else, you must Email the following information to [dbijou@njlm.org](mailto:dbijou@njlm.org) or fax to 609-695-0151:

- a. Name and title of attendee being substituted
- b. Name and email of new attendee
- c. Date and title of webinar

If you have any questions on substitutions please contact Donna at 609-695-3481 ext 111

**CEUs: CMFO/CCFO-1.5 Eth;CTC-1.5 Eth;CPWM-1.5 Eth;RMC-1.5 Eth;QPA-1.5 Eth;NJCLE-1.5 Eth; RPPO/RPPS-1.0 Eth; Planning/Zoning Board Secretary-1.0 Admin; Zoning Officer-1.0 Admin; Land Use Administrator-1.0 Admin**

**IN CASE OF INCLEMENT WEATHER OR CANCELLATION:** We will announce emergency seminar or webinar cancellations via recorded announcement on our Weather Hotline: 609-695-3481 ext. 200 and post announcements on our website [www.njlm.org](http://www.njlm.org) , Facebook page [facebook.com/njleague](https://facebook.com/njleague), and Twitter [@NJ\\_League](https://twitter.com/NJ_League) after 6:00am on the morning of the meeting.