

NT Anti-Discrimination Commission January - June 2025 Public Training Calendar

Month	Location	Course Title	Date	Time	Duration	Fee
Feb 2025	Darwin	Contact Officer Role Positive Duty for Leaders	Monday 3 February	8:30am – 4pm	7 hours	\$900 + GST
		Positive Duty for Leaders	Tuesday 4 February	08:30am – 12:00pm	3.5 hours	\$450 + GST
		Preventing Discrimination, Harassment and Bullying for Managers and Supervisors	Tuesday 4 February	1:00pm – 4:30pm	3.5 hours	\$450 + GST
		Anti-Discrimination, Harassment and Bullying	Thursday 6 February	1:00pm-4:30pm	3.5 hours	\$450 + GST
		Challenging Unconscious Bias	Monday 10 February	1:00pm-4:30pm	3.5 hours	\$450 + GST
		Sexual Harassment Bystander Intervention	Tuesday 11 February	1:00pm-4:30pm	3.5 hours	\$450 + GST
March 2025	Alice Springs	Positive Duty for Leaders	Tuesday 18 March	08:30am – 12:00pm	3.5 hours	\$450 + GST
		Preventing Discrimination, Harassment and Bullying for Managers and Supervisors	Tuesday 18 March	1:00pm – 4:30pm	3.5 hours	\$450 + GST
		Anti-Discrimination, Harassment and Bullying	Tuesday 25 March	1:00pm – 4:30pm	3.5 hours	\$450 + GST
		Contact Officer Role	Wednesday 26 March	08:30am – 4:00pm	7 hours	\$900 + GST
		Sexual Harassment Bystander Intervention	Thursday 27 March	08:30am – 12:00pm	3.5 hours	\$450 + GST
		Challenging Unconscious Bias	Thursday 27 March	1:00pm – 4:30pm	3.5 hours	\$450 + GST
May 2025	Katherine	Anti-Discrimination, Harassment and Bullying	Monday 12 May	1:00pm – 4:30pm	3.5 hours	\$450 + GST
		Challenging Unconscious Bias	Tuesday 13 May	08:30am – 12:00pm	3.5 hours	\$450 + GST
		Sexual Harassment Bystander Intervention	Tuesday 13 May	1:00pm – 4:30pm	3.5 hours	\$450 + GST
		Positive Duty for Leaders	Wednesday 14 May	08:30am – 12:00pm	3.5 hours	\$450 + GST
		Preventing Discrimination, Harassment and Bullying for Managers and Supervisors	Wednesday 14 May	1:00pm – 4:30pm	3.5 hours	\$450 + GST
May 2025	Darwin	Contact Officer Role	Monday 26 May	08:30am – 4:00pm	7 hours	\$900 + GST
		Positive Duty for Leaders	Tuesday 27 May	08:30am – 12:00pm	3.5 hours	\$450 + GST
		Preventing Discrimination, Harassment and Bullying for Managers and Supervisors	Tuesday 27 May	1:00pm – 4:30pm	3.5 hours	\$450 + GST
		Sexual Harassment Bystander Intervention	Wednesday 28 May	1:00pm – 4:30pm	3.5 hours	\$450 + GST
		Anti-Discrimination, Harassment and Bullying	Thursday 29 May	08:30am – 12:00pm	3.5 hours	\$450 + GST
		Challenging Unconscious Bias	Thursday 29 May	1:00pm – 4:30pm	3.5 hours	\$450 + GST
June 2025	Alice Springs	Anti-Discrimination, Harassment and Bullying	Tuesday 10 June	1:00pm – 4:30pm	3.5 hours	\$450 + GST
		Positive Duty for Leaders	Wednesday 11 June	08:30am – 12:00pm	3.5 hours	\$450 + GST
		Preventing Discrimination, Harassment and Bullying for Managers and Supervisors	Wednesday 11 June	1:00pm – 4:30pm	3.5 hours	\$450 + GST
		Sexual Harassment Bystander Intervention	Thursday 12 June	08:30am – 12:00pm	3.5 hours	\$450 + GST
		Challenging Unconscious Bias	Thursday 12 June	1:00pm – 4:30pm	3.5 hours	\$450 + GST

Course Content:

Anti-Discrimination, Harassment and Bullying

- Discrimination, harassment, bullying, sexual harassment and victimisation
- How to deal with inappropriate behaviour in the workplace
- Impact of discrimination on staff well-being and workplace culture
- NT Anti-Discrimination Act and the role of the Commission

Duration: half-day workshop

Catering: Morning or afternoon tea provided

Challenging Unconscious Bias

- What unconscious bias is and where it comes from
- Impact of unconscious bias on staff well-being and workplace culture
- Organisational benefits of inclusion and diversity
- Strategies to reduce and manage unconscious bias:
 - personal bias
 - organisational strategies
 - organisational cultural change

Duration: half-day workshop

Catering: Morning or afternoon tea provided

Contact Officer Role

- Functions of a Contact Officer; first point of contact for workers with a grievance
- Discrimination, harassment, bullying, sexual harassment and victimisation
- Review of relevant policies and procedures
- Contact Officer role - skills practice
- NT Anti-Discrimination Act and the role of the Commission

Duration: full-day workshop (we can also offer half-day refresher courses)

Catering: Lunch and afternoon tea provided

Preventing Discrimination, Harassment and Bullying for Managers and Supervisors

- Discrimination, harassment, bullying, sexual harassment and victimisation
- Role and responsibilities of managers and supervisors:
 - Positive duty
 - Positive workplace culture
 - Dealing with inappropriate workplace behaviour
- Vicarious liability
- NT Anti-Discrimination Act and the role of the Commission

Duration: half-day workshop

Catering: Morning or afternoon tea provided

Sexual Harassment Bystander Intervention

- What constitutes sexual harassment
- Drivers of sexual harassment
- Bystander role
- Bystander intervention skills
- Responding to disclosures of sexual harassment

Duration: half-day workshop

Catering: Morning or afternoon tea provided

Positive Duty for Leaders

- Positive duty
- Minimum standards for compliance with the positive duty
- Prevention planning
- Principles of complaint handling
- Organisational benefits of inclusion, diversity and positive duty culture
- NT Anti-Discrimination Act and the role of the Commission

Duration: half-day workshop

Catering: Morning or afternoon tea provided

Positive Duty Information Session (Online only)

- Positive duty
- Minimum standards for compliance with the positive duty

Duration: 1.5 hour workshop

Preventing Discrimination, Harassment and Bullying Information Session (Online only)

- Identifying Discrimination, harassment, bullying, sexual harassment and victimisation
- Options to address inappropriate behaviour in the workplace

Duration: 1.5 hour workshop

Registrations:

To register for training courses, print and fill in the [registration form](#) and email to Training.ADC@nt.gov.au or call 1800 813 846.

Register a week before training start to secure your place. To learn about our other training packages, visit <https://adc.nt.gov.au/education-and-training>.

Cancellation Policy:

- Cancellations received more than 7 working days prior to commencement of the course will be free of charge.
- Cancellations received less than 7 working days prior to commencement of the course will be charged the full fee.
- Cancellations should be provided in writing by email to: Training.ADC@nt.gov.au.
- Enrolees who do not attend the class will be charged the full fee. Enrolees who do not attend due to sickness may be transferred to another course or receive a refund upon receipt of a medical certificate.
- In the event a course is cancelled by the Anti-Discrimination Commission all enrolees will be notified and be offered a place on the next available program.

Customised Training:

Customised training courses can also be organised for businesses or organisations that would prefer to have in-house training for their staff. We tailor training to address certain areas of discrimination, and can target the training specifically for managers, staff or contact officers. We can also link training directly to your policies and procedures.

Please see below list of customised training course available.

- Anti-Discrimination, Harassment and Bullying
- Challenging Unconscious Bias
- Contact Officer and Contact Officer Refresher
- Positive Duty for Leaders
- Preventing Discrimination, Harassment and Bullying for Managers and Supervisors
- Sexual Harassment Bystander Intervention
- Trans and Gender Diverse People

Questions:

For more information contact:

NT Anti-Discrimination Commission: (08) 8999 1444 or free call 1800 813 846

Email: Training.ADC@nt.gov.au