Safer Spaces
CREATING SEXUAL HARASSMENT FREE WORKPLACES

We have compiled this toolkit, which contains all the templates, resources and external website links that are included in the Safer Spaces course, all together in one place. We recommend that you download and save this toolkit so that you have easy access to the information whenever needed. We have organized the information by topic area, so that it aligns with the course content.

Safer Spaces Module Topic	Resource/Link
Defining Sexual Harassment	What is sexual harassment (go2HR) https://link.go2hr.ca/SS-M2-001 Bullying and Harassment (WorkSafeBC) https://link.go2hr.ca/SS-M2-002 Bullying and Harassment Resource Toolkit (WorkSafeBC) – https://link.go2hr.ca/SS-M2-005 Workplace Bullying and Harassment FAQs (WorkSafeBC) https://link.go2hr.ca/SS-M2-006
Identifying Risk Factors	Assessing Risks (WorkSafeBC) https://link.go2hr.ca/SS-M3-001 Working Alone: A Handbook for Small Business (WorkSafeBC) https://link.go2hr.ca/SS-M3-003
Understanding Workplace Roles & Responsibilities	Roles, rights and responsibilities (WorkSafeBC) https://link.go2hr.ca/SS-M4-001 Workplace harassment, discrimination, bullying and violence prevention policy template (go2HR) https://link.go2hr.ca/SS-M4-002 Bullying and harassment policy template (WorkSafeBC) https://link.go2hr.ca/SS-M4-003 Violence (WorkSafeBC) https://link.go2hr.ca/SS-M4-004
Building your Workplace Culture	Code of Conduct (go2HR) Guidelines on inclusive language (BC Government) https://link.go2hr.ca/SS-M5-002 DEI Commitment statements (Ongig) https://link.go2hr.ca/SS-M5-003

Training and Communication	Onboarding checklist (go2HR) https://link.go2hr.ca/SS-M6-001 Orient, Train, Supervise Workers (go2HR) https://www.go2hr.ca/explore-all-resources/health-safety/orient-train-supervise-workers Training and Orienting Workers (WorkSafeBC) https://www.worksafebc.com/en/health-safety/create-manage/training-orientation Communication Skills (Coursera) https://www.coursera.org/articles/communication-skills
Receiving a Disclosure of Sexual Harassment	Best practices for receiving and responding to disclosures of workplace sexual harassment (SHARP Workplaces) https://link.go2hr.ca/SS-M7-001 Bystanders witnessing sexual harassment in the workplace (SHARP Workplaces) https://link.go2hr.ca/SS-M7-002 Best practices for addressing workplace sexual harassment without a report (SHARP Workplaces) https://link.go2hr.ca/SS-M7-003
Responding to a Disclosure of Sexual Harassment	Disclosure versus complaint (go2HR) https://link.go2hr.ca/SS-M8-001 Responding to a disclosure (go2HR) https://link.go2hr.ca/SS-M8-002 A trauma-informed approach to addressing sexual harassment (SHARP Workplaces) https://link.go2hr.ca/SS-M8-003 Sexual harassment in the workplace: vicarious trauma (SHARP Workplaces) https://link.go2hr.ca/SS-M8-005 Restorative Justice – Overview (BC Government) https://link.go2hr.ca/SS-M8-006
Creating Safer Spaces for Everyone	Open door policy (go2HR) https://link.go2hr.ca/SS-M9-001 Acceptable workplace behaviour (go2HR) https://link.go2hr.ca/SS-M9-002
Support Resources	

Support organizations and crisis lines	Crisis Text Line https://www.crisistextline.org/ Talk Suicide Canada https://talksuicide.ca/ WAWAV Rape Crisis Center https://www.wavaw.ca/get-support/ Hope for Wellness Counseling Services http://hopeforwellness.ca Battered Women's Support Services https://www.bwss.org/support/
Other resources	
Gender identity	Gender Identity and Pronouns https://link.go2hr.ca/SS-RE-003 Information on Transgender https://link.go2hr.ca/SS-RE-005
Intersectionality	What is Intersectionality https://link.go2hr.ca/SS-RE-001 Definition of Intersectionality https://link.go2hr.ca/SS-RE-002
Workplace Accessibility	Presidents Group https://accessibleemployers.ca/resource/
Indigenous Culture & Best Practices	WISE WAYS - A Guide of Smart Practices to Attracting and Retaining Indigenous Talent (ITBC) Smart Practices to attracting and retaining Indigenous Talent - Guide Working with Indigenous Communities (ITBC) Working with Indigenous Communities - Guide
Sexual harassment investigations	Survivor-centred and trauma-informed approaches to workplace sexual harassment investigations (SHARP Workplaces) Survivor-centered approach
Statistics on sexual harassment	Statistics on sexual harassment incidents at the workplace (Statistics Canada) Stats Canada
Training Resources	SuperHost: Service For All – Foundations of Inclusive Service (go2HR) Service For All - Foundations of Inclusive Service

	Good Night Out Vancouver A variety of course offerings, including three levels of sexual violence prevention in the hospitality and nightlife sectors, bystander Intervention, navigating disclosures and more. Good Night Out Vancouver Safer Spaces Anti Violence Project (AVP) AVP offers support services, training, community workshops and resources Anti Violence Project Bass Coast Project Training resources on harm reduction, consent and much more…. What is consent? University of British Columbia Equity, Diversity and Inclusion Extended Learning Courses UBC_Diversity and Inclusion