



# Workplace behaviours that SHOULD NOT BE TOLERATED

-  Being given unfair workload/ shift pattern
-  Being treated differently or undermined because of your accent
-  Being victimised by not being believed/heard
-  Not being able to assert your rights
-  Not being given a valid explanation why you were not given a career opportunity
-  Being made to doubt your knowledge and worth through undermining or manipulation
-  Being isolated in the workplace
-  Being verbally or physically abused



## GENERAL TIPS



**SEEK SUPPORT** from the NSWNMA CaLD Branch Steward (if available in your workplace) or a trusted colleague



**KEEP A DIARY** – documenting events will help validate your experiences, give back some control over what’s happening to you and give better insight into events



**USE THE RESOURCES** *What to do if you experience Racism and Bystander Action* available at: [www.nswnma.asn.au/safer-work-safer-care/racism-it-stops-with-me](http://www.nswnma.asn.au/safer-work-safer-care/racism-it-stops-with-me) to guide your actions



## SUPPORT

<b>BEYOND BLUE</b>	1300 22 4636
<b>NURSE &amp; MIDWIFE SUPPORT</b> <a href="http://www.nmsupport.org.au">www.nmsupport.org.au</a>	1800 667 877
<b>NSWNMA</b> <a href="http://www.nswnma.asn.au">www.nswnma.asn.au</a>	1300 367 962

### Not a member of the NSWNMA?

Being part of the Association means we have more collective power to deliver positive change on pay and conditions at your work. **Join us today and together, we can make our future stronger.**



[www.nswnma.asn.au](http://www.nswnma.asn.au)

Authorised by S.Candish, General Secretary, NSWNMA | September 2022



# NAVIGATING UNACCEPTABLE WORKPLACE BEHAVIOURS

A resource for CaLD nurses and midwives, developed by CaLD nurses and midwives



[www.nswnma.asn.au](http://www.nswnma.asn.au)

This leaflet has been developed by the NSWNMA CaLD Nurses and Midwives' Professional Reference Group

# If you experience one or more of these unacceptable workplace behaviours

## EMPOWER YOURSELF



Focus on **emotional management** of yourself when situations arise.



It's OK to **remove yourself** from the situation and re-visit it later.



If it's safe to do so, **raise a concern directly** with person(s) displaying the behaviour. Explain to them how the behaviour has affected you, using examples. Suggest how this could be managed differently in future using positive language. Ask a trusted colleague to be with you if this would help.



If it has been communicated that your behaviour is not accepted, **ask for a clear explanation** with examples.



Establish framework of communication using **'I' statements** to reiterate your stand and express that you do not feel heard.



Identify and be **clear on the issue** not the personalities.



Seek an **objective outcome** by both parties and identify solutions going forward.

## SEEK SUPPORT



Find someone you can trust to **discuss the circumstances** within your workplace.



Always **contact your Union** for support and advice before confronting your employer or management. Advice is confidential and your employer or management will only be contacted on your behalf if you give your permission.

You have the right to have a support person present at any meeting with your employer or management. Their role is to support you and provide assistance in preparing responses where needed.



If available in your workplace, **reach out to your CaLD representative** or CaLD Branch Steward.



Behaviours that cause you psychological harm are a workplace hazard and you can **call Safework NSW** to make a report.

## KNOW YOUR WORTH



**Spend time** with people you feel comfortable with.



**Be kind** to yourself, focus on your strengths, successes, progress and effort.



Notice and **accept your feelings**. They are valid.



**Prioritise** your own needs.

For matters affecting your safety at work (including your psychological safety) contact

### SAFEWORK NSW

☎ 131 050

### ANTI-DISCRIMINATION NSW

☎ 1800 670 812

✉ [complaintsadb@justice.nsw.gov.au](mailto:complaintsadb@justice.nsw.gov.au)

### AUSTRALIAN HUMAN RIGHTS COMMISSION

☎ 1300 656 419

✉ [infoservice@humanrights.gov.au](mailto:infoservice@humanrights.gov.au)

### NSW NURSES & MIDWIVES' ASSOCIATION

☎ 1300 367 962

✉ [gensec@nswnma.asn.au](mailto:gensec@nswnma.asn.au)

