



2018-2019 Mandatory Training for Clergy, Employees and Volunteers — Preventing Sexual Harassment

As we have learned in the media over the past 2 years, sexual harassment can happen in any work place and involve people of any age. It is not limited to adults but can involve children and youth. It can happen in employment situations and when a person is a volunteer.



This year the safety training will inform all clergy, employees and volunteers about:

- How to recognize different types of harassment
- How to determine if a situation is or is not sexual harassment
- How to prevent sexual harassment
- How to respond to sexual harassment

***Training
available
beginning
July 1,
2018 and
must be
completed
by
December
1, 2018***

***If you have
questions
about complet-
ing this
course, please
contact your
parish or
school
Armatus
Aministrator.***



School employees and volunteers please see additional information about the 2018-2019 child abuse prevention requirements from the Department of Catholic Schools publication

DIRECTIONS

- Log on to a high speed internet connection (the training program is not set up to be used on cell phones and some tablets) and go to www.archdpdx.org
- Click on the *Offices* tab and select *Child Protection/Victim Assistance* from the drop down menu
- Click on the *Armatus Online Training* link
- Enter your login username (*first initial of first name, last name*) and password (*2 digit birth month, 2 digit birth day, and or for Oregon*) use lowercase for both username and password
- Click on the Login button
- Scroll down to the course entitled *Preventing Sexual Harassment*
- Choose the language you want to use to complete the training. English or Spanish.