

Office Holiday Party Warning: Be Careful as Economy Improves



TO HELP AVOID A NASTY POST-HOLIDAY HANGOVER FOLLOW THESE

“GOOD TIMES ARE BACK HOLIDAY PARTY TIPS”:

- (1) **SET EXPECTATIONS.** Include a link to the company’s Anti-Harassment policy in the email announcements about the party. Include a list of expectations for behavior including dress code and a firmly stated request not to post and tag pictures of people on social media without their prior permission.
- (2) **CAREFUL WITH THE BOOZE.** Consider limiting alcohol consumption at the holiday party. Hire professional bar tenders and empower them to cut off anyone who has had too much, or better yet, give each attendee two drink tickets.
- (3) **SCHEDULE AND ANNOUNCE GROUP ANTI-HARASSMENT AND SENSITIVITY TRAINING** with managers and executives in the middle of the holiday season so it is a topic of conversation and is on everyone’s mind going into the party season.
- (4) **SET AN EXAMPLE AT THE TOP.** Make it clear to executives and managers that they should set a tone of responsible celebrating within the bounds of company policies. Junior employees will look to their superiors to determine what is acceptable behavior or even what is expected behavior. Leadership should set an example of appropriate workplace celebration.
- (5) **DON’T HIDE.** Finally, if you are the boss, a manager, owner, or executive, do not leave early thinking so as to avoid the wild behavior that may occur in the later hours. You are the host of the party and have a responsibility to maintain an appropriate environment for all.

DB Pargman Consulting LLC specializes on workplace communication and behavior excellence and offers a variety of products and trainings designed to help employees and management be their “Best Professional Self.” As the nation’s leading provider of One-on-One Executive and Sensitivity Training, DB Pargman Consulting provides prompt and remedial responses for companies facing harassment, diversity, sensitivity and communication style complaints. To help prevent complaints and increase organizational productivity, DB Pargman provides best in class preventative Group Anti-Harassment and Communication training programs. Deena Pargman is a certified Birkman Method consultant and a GSA Contract Holder. Headquartered in Atlanta, DB Pargman Consulting LLC serves a national client base of medium to large size companies, educational institutions, and government agencies.