



Employers Association of New Jersey

Public Officials Training

As both employers and employees, public officials occupy a unique space within local government. With legal and ethical obligations to their municipal employers, their staff, and the public, public officials must also navigate intense scrutiny from official and self-appointed watchdogs. Each training module is crafted to provide an interactive assessment of the legal risks and best practices through a review of applicable laws, regulations, agency guidance, case law, and hypotheticals.

Course Offerings

Anti-Harassment Training

60-90 minutes

This training reviews the rights and responsibilities of public officials as established by anti-harassment laws and policies. The training will examine the shifting rights and obligations conferred on public officials toward their municipal colleagues, staff, and the public. Topics covered include:

- Identifying the various types of harassment;
- The elements of a “prima facie” harassment claim;
- Understanding the supervisors’ heightened responsibilities and potential for personal liability; and
- The obligations of employers and employees to prevent harassment.

Anti-Discrimination Training

60 minutes

This training addresses the laws prohibiting discriminatory employment practices by public officials and their employers from the recruitment to termination of their staff. Among the topics we’ll discuss are:

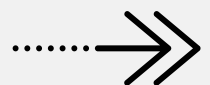
- Reviewing the four basic theories of discrimination;
- Understanding how a “prima facie” case is created and how it impacts an employer’s efforts to dismiss a case early; and
- Identifying best practices to prevent discrimination claims.

Diversity & Sensitivity Training

60 minutes

This training is designed to enhance productive interaction among and between public officials, their staff and constituents, by raising awareness about how myriad factors influence communication, including culture, age, gender, socioeconomic background, learning style, physical limitation, etc. Topics include:

- How to define and distinguish among diversity, equity, inclusion, and anti-discrimination;
- When and how to address differences at work; and
- Best practices to manage a diverse workforce.



Course Offerings

Ethics for Elected Officials

60 minutes

This training presents and interprets Local Government Ethics Law, N.J.S.A 40A:9-22.1 et. seq., as well as local ordinances and finance board decisions, to help public officials to address conflicts of interest and other potential ethics violations. Among the topics we'll discuss are:

- How to assess whether personal, business, or family interests create a conflict;
- How to address potential conflicts between the public officials' public and private employment;
- How the law distinguishes between using one's official position for proper advocacy vs. "improper influence"; and
- When and how to disclose and/or recuse.

Free Speech and Public Officials

60 minutes

This training focuses on the impact of the First Amendment, as well as how federal and state laws, impact an official's ability to speak on behalf of their municipality and regulate public speech via social media and public meetings. Topics include:

- Whether public officials can restrict speech or conduct at a public meeting;
- Strategies to encourage respectful conduct at public meetings; and
- Distinguishing between free speech and harassment.

Government Immunity for Public Officials

60 minutes

This training focuses on the application of the New Jersey Torts Claim Act, N.J.S.A. 59:1-1 et seq., to employment-related claims such as discrimination, wrongful termination, whistleblowing, and defamation.

- When and how the NJTCA protects public officials from liability;
- How the NJTCA operates to bar certain employment-related claims; and
- How the NJTCA interacts with NJLAD.

**For more information and to schedule training,
contact Christine Myers: christine@eanj.org**

About EANJ

EANJ is a nonprofit trade association that supports public and private employers with, among other things, advice, guidance and training to manage risks. EANJ is staffed by lawyers, trainers and HR professionals. It does not render legal services and does not engage in lobbying activity.

Contact Us



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