

# Strategy #1 : Training

Workplace training is linked to employee satisfaction and increases employee retention.

## Workplace safety

Employers are required to demonstrate due diligence and are responsible for their employees' safety and security. If there are concerns about employee safety, employers should not hesitate to act.

Workplace issue: **Some employees do not seem to understand safe use of equipment.**

If this occurs: **Confirm proper training and understanding of health and safety rules.**

### The employer or supervisor should:



- 1. Review workers' training.** All training should be documented and periodically reassessed to ensure skills maintenance.

**Tip for success:** A training matrix or training plans for each position will boost workers' motivation to increase their skills.



- 2. Validate workers' understanding** of vital information concerning the Workplace Hazardous Materials Information System (WHMIS).

**Tip for success:** WHMIS posters should be readily available for all employees to consult.



- 3. Seek service provider support.** Upon request, service providers can provide support for workers with disabilities.

**Tip for success:** Qualified job coaches can provide additional workplace training free of charge.

Schmidt, S., The Relationship Between Satisfaction with Workplace Training and Overall Job Satisfaction. Human Resource Development Quarterly, vol. 18, no. 4, Winter 2007 © Wiley Periodicals, Inc. Published online in Wiley InterScience (www.interscience.wiley.com).

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