

# Managing Safety Self-Awareness eLearning: Course Overview

## Target Audience

The target audience for this course is leaders (managers, supervisors, foremen) who have direct interaction with front-line workers in safety-sensitive roles.

## Purpose

The purpose of this course is to provide leaders with an understanding of how human factors contribute to workplace incidents and injuries and how they can identify and manage personality risk factors to improve safety-related behavior in their workplace.

## Learning Objectives

By the end of this course, participants will be able to:

- Determine how personality can contribute to increasing or reducing safety risks and incidents
- Understand their own strengths, risks or blind-spots as a leader for self-coaching and monitoring
- Identify strengths, risks and blind-spots among crew members to recognize risk before an incident occurs
- Personalize coaching and management of workers to support behavior change
- Adapt or tailor communication and leadership style to different workers
- Manage safety-related behavior on an ongoing basis to reduce incidents

## Agenda

This interactive eLearning course takes 1 to 1.5 hours in total to complete and includes the following content:

1. Understanding Personality (10 - 15 minutes)
2. Human Error and Workplace Safety (5 - 10 minutes)
3. Managing Safety Risk Factors (5 - 10 minutes)
4. The Six Dimensions of Safety Risk (30 - 40 minutes)
5. Supporting Behavior Change (3 minutes)
6. Quiz and Certification (5 - 7 minutes)

## Delivery Methods & Materials

This eLearning course uses a variety of delivery methods, including audiovisuals, workplace scenarios, guided self-reflection, and interactive exercises. The platform provides a customized learning experience according to the participant's personality traits and behavioral risk factors based on their Safety Quotient scores.

## Criteria for Completion

The criteria for completion include (a) virtual attendance for the full duration of training and participation in exercises, and (b) a test score of at least 70%. Participants will receive certification upon successful completion.

## Managing Safety Self-Awareness eLearning: 6 - Week Action Plan

TIMELINE	ACTION
<b>WEEK 1</b>	<ul style="list-style-type: none"> <li>Complete the <b>Safety Quotient (SQ)</b> or <b>Safety-Quotient for Leaders (SQ-L)</b> online assessment</li> </ul>
<b>WEEK 2</b>	<ul style="list-style-type: none"> <li>Complete the <b>Managing Safety Self-Awareness</b> eLearning training course for leaders (managers, supervisors, foreman)</li> <li>Have crew members complete the <b>Building Safety Self-Awareness</b> eLearning course for front-line workers [if applicable]</li> </ul>
<b>WEEK 3</b>	<ul style="list-style-type: none"> <li>Complete your own <b>SafeSELF Personal Action Plan</b> (either prior to the training course, during, or after depending on organization)</li> </ul>
<b>WEEK 4</b>	<ul style="list-style-type: none"> <li>Review your completed SafeSELF Personal Action Plan with your supervisor, coach or trainer</li> <li>Discuss your own potential gaps, areas for improvement, and commitments to behavioral change</li> </ul>
<b>WEEK 5</b>	<ul style="list-style-type: none"> <li>Meet with each of your crew members, and review their SQ results and completed SafeSELF Personal Action Plans</li> <li>Have discussion with each participant about their potential gaps, areas for improvement, and commitments to behavioral change</li> </ul>
<b>WEEK 6 &amp; ONGOING</b>	<ul style="list-style-type: none"> <li>Continually monitor your own performance and that of your direct reports</li> <li>Have ongoing discussions and reminders regarding safety commitment</li> <li>Participate in <b>Virtual Coaching Program</b> [if applicable]</li> <li>Continually strive for gains and improvements in safety behaviors</li> </ul>