## **JobTIPS**

## KEY POINTS - Bullying

- 1. The first thing you need to do is talk to an adult who you trust. Do not try to handle this situation alone! This person should help you decide whether or not you are being bullied. They can help you decide what to do next.
- 2. Understand what bullying is. If you know the definition of bullying and understand various examples of bullying, it will be easier to figure out if you are being bullied.
- 3. Understand what harassment is. If you know the definition of harassment and understand various examples of harassment, it will be easier to figure out if you are being harassed.
- 4. Understand why some people bully. This is not to make excuses for their bad behavior, but just to help you understand what motivates someone to bully others.
- 5. Understand why you might be the target (victim) of bullying—and most importantly, know that it is not your fault if you are bullied.
- 6. Make a response plan. What will you do if you are bullied or harassed at work?
- 7. Review and rehearse this response plan with someone you trust (i.e. family member, mentor, therapist, teacher, job coach, close friend).
- 8. Develop coping strategies to help you deal with the stress, fear, and sadness you might feel if you are a victim of bullying.

