

## El Pueblo Code of Conduct

El Pueblo envisions a just and equal community where all are respected, valued, and engaged.

As a board member/staff member/volunteer, I will:

- Maintain transparent, honest, and respectful communication with staff, board, volunteers, and community members;
- Uphold the values of the organization;
- Abide by the Child and Young People Safeguarding Policy;
- Avoid situations where I am alone with a child or young person if 18 or over and avoid situations where I am alone with an adult if under the age of 18;
- Avoid situations where I am alone with an individual who does not have the capacity to make an autonomous decision;
- Report inappropriate behavior and/or suspected abuse to an appropriate staff member or member of the Board of Directors; and
- Respect the confidentiality of staff, board, volunteers, and community members by refraining from sharing any personal or sensitive information outside of the organization, including but not limited to: volunteer/donor contact information, health information, or other personal information shared within a confidential group setting, except as authorized or required by law, or in my judgment as necessary to protect myself or others from a serious threat to health or safety.

I will not:

- Smoke or use tobacco products within 25 feet of El Pueblo's offices or events where I am representing El Pueblo;
- Use, possess, or be under the influence of any illegal drugs while representing El Pueblo;
- Use, possess, or be under the influence of alcohol if under the age of 21 nor will I abuse alcohol if 21 or over;
- Use any language or exhibit behavior that is sexually offensive, violent, or degrades another person based on his/her race, gender identity, sexual orientation, ethnicity, national origin, or physical and/or mental abilities; and nor will I
- Bring any dangerous or unauthorized materials such as explosives, firearms, weapons or other similar items to El Pueblo's offices or any El Pueblo events.

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Signature

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Print First and Last Names

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Position at El Pueblo

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Date