

Preamble:

Pride Winnipeg has a mission TO COORDINATE AND FACILITATE AN ANNUAL FESTIVAL TO CELEBRATE AND SHOWCASE THE DIVERSITY OF THE LGBTTQ* COMMUNITY IN AND AROUND WINNIPEG. In pursuing its goals, the organization serves the interests of those community members and allies that identify with Pride Winnipeg's Mission.

In delivering the Festival to these community members and allies, volunteers work with each other and the public at large. The following Code of Conduct ("the Code") is designed to allow the organization to preserve its long tradition of integrity and credibility with the public and within the organization. This Code applies to all managing members of Pride Winnipeg Inc.

Policy Statement:

The Code is organized into categories, as follows:

Service

1. Always act with fairness, honesty, integrity and openness; respect the opinions of others and treat all with equality and dignity without regard to ancestry; Nationality or national origin; Ethnic background or origin; Religion or creed or religious belief, religious association or religious activity; Age; Sex, including sex-determined characteristics, such as pregnancy; Gender identity; Sexual orientation; Marital or family status; Source of income; Political belief, political association or political activity; Physical or mental disability; Social Disadvantage
2. Promote the mission and objectives of Pride Winnipeg Inc. in all dealings with the public on behalf of the organization.
3. Provide a positive and valued experience for those participating in events and programs within and outside Pride Winnipeg Inc.

Accountability

1. Act with honesty and integrity and in accordance with any professional standards and / or governing laws and legislation that have application to the responsibilities you perform for or on behalf of Pride Winnipeg Inc. Pride Winnipeg's Human Resource policies apply to all managing members. Policies are reviewed regularly by the By-Law and Policy Committee or on request, if an issue arises with its interpretation and use.
2. Comply with both the letter and the spirit of any training or orientation provided to you by Pride Winnipeg Inc. in connection with those responsibilities.
3. Adhere to the policies and procedures of Pride Winnipeg Inc. and support the decisions and directions of the Board and its delegated authority.
4. Take responsibility for your actions and decisions. Follow reporting lines to facilitate the effective resolution of problems. Ensure that you do not exceed the authority of your position.

Confidentiality

Respect and maintain the confidentiality of information gained as a managing member, including, but not limited to, all: computer software and files; Pride Winnipeg Inc. documents; all member and partner information.

Personal or sexual harassment

See "Harassment and Prevention Policy, Pride Winnipeg'.

Procedures for the care of others who may be vulnerable because of age or disability

DEFINITION: According to the Vulnerable Persons Act, a vulnerable person is defined as "an adult living with a mental disability who is in need of assistance to meet his or her basic needs with regard to personal care and/or management of his or her property.

In the course of providing Pride Winnipeg Inc. events, our managing members and third party service providers may come into contact with vulnerable individuals. These individuals are those who may be at risk of harm or harassment because of their disability.

When this occurs, the following procedures should be followed:

1. Where practical to do so, Pride Winnipeg Inc. related one-on-one meetings with clients who may be vulnerable be conducted in a business-like setting, public location or in an area that is private but visible to others.
2. Pride Winnipeg Inc. managing members who seek to initiate personal contact with vulnerable clients outside the Pride Winnipeg Inc., are asked to seek prior approval from the appropriate managing member, and, in the case of children/youth, from the parent/ guardian.

Procedures:

Implementation

Strict observance of the Code is fundamental to the activity and reputation of Pride Winnipeg Inc. It is essential that all managing members in face-to-face contact with our managing members, community members and allies, adhere to this Code. They will certify this by signing a Declaration that they have read and will abide by this Code. Interpretation and training will be provided to all managing members.

Code of conduct declaration

I, (Managing Member – please print), have read, understand and agree to abide by the Code of Conduct of Pride Winnipeg Inc. and I understand that such adherence is a condition of my volunteer work. I understand that a violation of the Code of Conduct may be grounds for termination as a volunteer.

Signed this _____ day of _____, 20_____.

DATE	AMENDED BY	APPROVED BY	VERSION NUMBER
January 9, 2014	Human Resources Director		#1