# Riverside Pride Volunteer Code of Conduct

Riverside Pride has adopted the following policies regarding volunteer involvement. Please read them thoroughly and contact us with any questions. Your signature is required when you register to Volunteer as your agreement to abide by this Code of Conduct.

**Purpose of Volunteer Policies**
These policies are written to provide overall guidance and direction to people engaged in volunteering activities. These policies do not constitute, either implicitly or explicitly, a binding contractual or personnel agreement. Riverside Pride reserves the exclusive right to change any of these policies at any time and to expect adherence to the changed policy.

**Definition of 'Volunteer'**
A "volunteer" is anyone who, without compensation or expectation of compensation beyond reimbursement, performs a task in support of the aims and objectives of Riverside Pride. Volunteers shall not be considered as "employees" of Riverside Pride. The minimum age to volunteer with Riverside Pride is dependent based on the type of event and will be listed on the event volunteer information page. Any volunteer under the age of 18 must be accompanied by a legal guardian.

**Liability**
Volunteers are expected to understand the risks associated with volunteering. Further, volunteers hereby waive any claims against, indemnify, and hold harmless Riverside Pride, its respective officers, directors, employees, sponsors, representatives and volunteers from any and all liability, including attorney fees that may result from illness, personal injury, property damage, or wrongdoing resulting from involvement with the Riverside Pride volunteer program.

**Volunteers Under 18**
Volunteers under 18 years old must have their registration completed by a parent or legal guardian in order to volunteer with Riverside Pride. In addition, a parent or legal guardian must co-sign this Code of Conduct statement. Parents are invited to email Riverside Pride (volunteer@riversidepridetx.org) with any questions or comments about our program.

**Discrimination**
Riverside Pride is committed to a policy of fair representation and will not discriminate on the basis of race, ethnicity, disability, gender identity, color, religion, sexual orientation, geography, or age. Riverside Pride will follow this policy in selection of volunteers. Volunteers are expected to adhere to these same standards in the course of their duties.

**Service at the Discretion of the Organization**
Riverside Pride accepts the service of all volunteers with the understanding that such service is at the sole discretion of the organization. Volunteers agree that Riverside Pride may at any time, for whatever reason, decide to terminate the volunteer's relationship with the agency. Notice of such a decision should be communicated as soon as possible to the volunteer.

**Representing Riverside Pride**
Volunteers are asked to not contact organizations or individuals on behalf of Riverside Pride unless they are given express written directions to do so. Prior to any action or statement which might significantly affect or obligate Riverside Pride volunteers should seek prior consultation and approval from a board member. These actions may include, but are not limited to, public statements to the press, coalition or lobbying efforts with other organizations, or any agreements involving contractual or other financial obligations.

**Ending Your Volunteer Role**
You can cease volunteering with Riverside Pride upon the completion of any volunteer assignment, or when you are not currently engaged in an assignment. If you choose to remove yourself from our list of active volunteers, we would appreciate the opportunity to conduct an exit interview with you in person, by phone, or via e-mail.

**Confidentiality**
Volunteers are responsible for maintaining the confidentiality of all proprietary or privileged information to which they are exposed while serving as a volunteer, whether this information involves a single staff, volunteer, client, other person, or Riverside Pride business. Failure to maintain confidentiality may result in termination of the volunteer's relationship with Riverside Pride.

**Dismissal of a Volunteer**
Volunteers who do not adhere to this Code of Conduct or who fail to satisfactorily perform their volunteer assignment are subject to dismissal. No volunteer will be terminated until the volunteer has had an opportunity to discuss the reasons for possible dismissal. Possible grounds for dismissal may include, but are not limited to, the following: gross misconduct or insubordination, abuse of duties or privilege, theft of property, misuse of Riverside Pride materials, abuse or mistreatment of event participants, staff or other volunteers, failure to abide by policies and procedures, and failure to satisfactorily perform assigned duties.

# Riverside Pride Volunteer Pledge

**As a Riverside Pride VOLUNTEER, I WILL:**

- Represent Riverside Pride with professionalism, dignity and pride, and be responsible for conducting myself with courtesy and appropriate behavior.
- Follow through and complete accepted tasks.
- Conduct myself in a respectful manner, exhibit good sporting conduct, and be a positive role model.
- Display respect and courtesy for employees, other volunteers, program participants, visitors, clients and property.
- Provide a safe environment by not harming anyone in any way, whether through discrimination, sexual harassment, physical force, verbal or mental abuse, neglect, or other harmful actions.
- Respect the privacy of persons served by the organization and hold in confidence sensitive, private, and personal information.
- Keep Riverside Pride staff informed of progress, concerns and problems within the program(s) in which I participate.
- Work cooperatively as a team member with employees and other volunteers.
- Respect and follow Riverside Pride policies and program expectations.
- Keep personal opinions and actions separate from those made as a representative of this organization.
- Avoid conduct, both on and off duty that would jeopardize the effectiveness of Riverside Pride programs.
- Promote and support Riverside Pride in developing effective programs.

**AND, As a Riverside Pride VOLUNTEER, I WILL NOT:**

- Use vulgar or inappropriate language.
- Solicit gratuities, gifts or bequests for personal or professional benefit.
- Use or be under the influence of illegal drugs.
- Be intoxicated at Riverside Pride events.
- Publish or disseminate photos without a photo release from all individuals in each photo.
- Discriminate on the basis of race, ethnicity, disability, gender identity, color, religion, sexual orientation, geography, or age.

I INTEND MY SIGNATURE TO BE A COMPLETE AGREEMENT OF THE RIVERSIDE PRIDE VOLUNTEER CODE OF CONDUCT.

_____ _____

Signature Date

_____

Printed Name