

# **Anti-Harassment and Anti-Discrimination Policy**

**Organization: Red Mountain Community Social Club**

Effective Date: April 7, 2026

Approved by: RMCSB Board

## **1. Purpose**

The Red Mountain Community Social Club is committed to providing an environment where all individual members, board members, guests, donors, and the public are treated with dignity and respect. Harassment, discrimination, or abusive behavior of any kind is strictly prohibited. This policy supports compliance with federal, state, and local laws and reflects our organizational values of respect, fairness, and inclusion.

## **2. Policy Statement**

The organization prohibits all forms of discrimination and harassment based on any protected characteristic, including but not limited to:

- Race, color, or ethnicity
- National origin or ancestry
- Religion or creed
- Sex, gender, gender identity or expression
- Sexual orientation
- Age
- Disability
- Marital status
- Veteran status
- Genetic information
- Any other status protected by applicable law

This policy applies to all organizational activities, programs, meetings, events, online interactions, and any situation where individuals represent the organization.

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### 3. Definitions

#### a. Discrimination

Unequal or unfair treatment of an individual based on a protected characteristic.

#### b. Harassment

Unwelcome conduct that demeans, threatens, or offends another person and creates an intimidating, hostile, or offensive environment. Harassment may be verbal, physical, visual, or digital.

Examples include:

- Slurs, name-calling, jokes, or comments related to a protected characteristic
- Unwanted physical contact
- Displaying offensive images or materials
- Derogatory emails, messages, or social media posts
- Retaliation against a person who reports or opposes harassment

#### c. Sexual Harassment

Unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature.

Examples include:

- Unwanted touching or physical contact
- Sexual comments, jokes, or gestures
- Displaying sexually suggestive images
- Pressure for dates or sexual activity
- Any behavior that creates a hostile environment

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## **4. Scope of Coverage**

This policy applies to:

- Board members, directors, and chairpersons
- Members and participants
- Contractors and vendors
- Donors and guests
- Anyone participating in organizational activities

It applies to all settings, including:

- Meetings, events, and social activities
- Online or virtual activities
- Written communications and social media
- Off-site or community programs associated with the organization

## **5. Reporting Procedures**

Anyone who experiences or witnesses' harassment or discrimination is encouraged to report it promptly. Reports may be made to:

- The Board President or any Board Member or Committee Chair in person or via email address found on the Red Mountain Community Social Club
- Anonymous reports will be reviewed to the extent possible.
- There will be no retaliation against any person who, in good faith, reports a concern or participates in an investigation.

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## **6. Investigation Process**

Upon receiving a report, the organization will:

1. Acknowledge receipt promptly.
2. Conduct timely, impartial, and thorough investigation.
3. Maintain confidentiality to the greatest extent possible.
4. Document findings and actions taken.

If the report involves a Board Member, an independent committee or third party may be assigned to review it.

## **7. Corrective Action**

If harassment or discrimination is substantiated, the organization may take one or more of the following actions:

- Verbal or written warning
- Removal from volunteer role
- Suspension of membership
- Termination of membership
- Restriction from organizational events
- Required training or mediation
- Any other action deemed appropriate by the Board

## **8. Prohibited Retaliation**

Retaliation against anyone who reports misconduct or participates in an investigation is strictly prohibited and will be treated as a serious policy violation.

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## **9. Responsibilities**

- Board Members: Ensure enforcement of this policy and to model appropriate conduct.
- Members: Treat others with respect and report concerns promptly.
- Leadership: Provide education, ensure confidentiality, and respond swiftly to concerns.

## **10. Policy Review**

Policies and procedures are reviewed and revised at the direction of the Board President as needed or to align with changes in the law or changes in organizational practices.