

# Code of Conduct for Volunteers

As a volunteer for *The Geek Out* and *GOM Convention*, you play a crucial role in ensuring the success and smooth operation of the event. By participating as a volunteer, you agree to the following guidelines and responsibilities:

## 1. Professional Conduct

- Volunteers must conduct themselves professionally and respectfully at all times.
- Discrimination, harassment, or any form of inappropriate behavior toward attendees, staff, exhibitors, or fellow volunteers is strictly prohibited.
- Volunteers should be friendly, courteous, and helpful in their interactions, embodying the welcoming spirit of *The Geek Out* and *GOM Convention*.

## 2. Adherence to Event Guidelines

- Volunteers are expected to familiarize themselves with the event's policies and procedures and adhere to the instructions provided by their supervisors.
- Ensure you comply with the event's safety regulations, including guidelines around crowd control, emergency protocols, and safety measures.

## 3. Punctuality and Commitment

- Volunteers must arrive on time for their scheduled shifts. If you are unable to attend or are running late, notify the **Volunteer Manager** as early as possible.
- Volunteers are required to complete their assigned shifts and tasks. Failure to complete your duties without reasonable cause may result in dismissal from future events.

## 4. Preparedness and Responsibility

- Volunteers are responsible for knowing their roles and being prepared to execute their tasks. If unsure, seek guidance from a supervisor.
- Volunteers must wear their designated badges and uniforms (if provided) during the event for identification purposes.

## 5. Confidentiality and Event Information

- Volunteers may have access to confidential information regarding the event's operations, exhibitors, or guests. This information must not be disclosed or discussed outside of your assigned duties.
- Volunteers must not represent themselves as event staff beyond their volunteer capacity or make statements on behalf of *The Geek Out* or *GOM Convention*.

## 6. Cooperation with Other Teams

- Volunteers are expected to collaborate and communicate effectively with other teams, including exhibitors, panelists, and staff.
- Be adaptable and willing to assist in areas outside of your initial assignment if the need arises.

## **7. Respect for Property and Environment**

- Volunteers are responsible for maintaining a clean and orderly event space. Any damage caused to event property or equipment due to negligence will be the volunteer's responsibility to report and may require compensation.
- All equipment, badges, and event materials provided to volunteers must be returned in good condition at the end of your shift.

## **8. Volunteer Benefits**

- Volunteers are entitled to certain benefits as a token of appreciation for their service (e.g., appreciation parties, free time to enjoy the event, and drinks). These benefits are non-transferable and must be used responsibly.

## **9. Zero-Tolerance for Theft**

- Any attempt to steal or misuse event property, attendee belongings, or vendor merchandise will result in immediate removal from the event and possible legal action.

## **10. Dating Policy**

- Dating among volunteers during the event is strictly prohibited.
- Any volunteer who enters into a romantic or dating relationship with another volunteer or team member must report the relationship immediately to the Team Leader.
- Failure to report such a relationship may result in dismissal from your current volunteer role and exclusion from future events hosted by *The Geek Out* or *GOM Convention*.
- This policy is in place to maintain professionalism, avoid conflicts of interest, and ensure a productive working environment.

## **11. Disciplinary Actions**

- Failure to comply with this Code of Conduct may result in immediate dismissal from your volunteer role and exclusion from future events hosted by *The Geek Out* or *GOM Convention*.

## **12. Governing Law and Jurisdiction**

- This Code of Conduct is governed by the laws of The Bahamas. Any disputes arising from your participation as a volunteer will be subject to the exclusive jurisdiction of the courts in The Bahamas.

By volunteering at *The Geek Out* and *GOM Convention*, you acknowledge that you have read, understood, and agreed to abide by this Code of Conduct. Thank you for your dedication and hard work!