



# Bare Cove Fire Museum

## Code of Conduct

Every organization has expectations of how its members should act among each other and with those outside of the organization. The set of principles that govern these expectations is referred to as a “Code of Conduct.”

In an effort to promote the good will of the Bare Cove Fire Museum, the Board of Directors has adopted the following Code of Conduct. All members are expected to respect the code, promote the code and adhere to it. The code is by no means a complete document as to proper behavior under all circumstances.

In addition to the code, all members are expected to use good judgment and common sense while representing the museum.

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- Members are expected to respect all of the property of the museum; it’s buildings and grounds.
  - Respect and act in the best interests of the Town of Hingham, the Hingham Fire Department and the American Fire Service.
  - Engage in safe and appropriate behavior at all times.
  - Adhere to all Massachusetts General Laws including the laws that govern the operation of Motor Vehicles.
  - Maintain confidentiality when appropriate.
  - Display professional behavior and good manners when dealing with the public and fellow members.
  - Display honesty, sound ethics and integrity while conducting the business of the organization.
  - Show enthusiasm, team spirit and a willingness to assist members as needed.
  - Create a healthy, safe and friendly environment and respect fellow members.
  - Show respect for all visitors.
  - Personal appearance: Members shall dress and be groomed appropriately as required depending on the specific activity being conducted by the museum.
  - The following are examples of infractions of the code. The list is not intended to be complete or exhaustive.
  - Personal attacks, gossiping and the spreading of rumors will not be tolerated.
  - Acting recklessly or in a manner that endangers or could be reasonably expected to endanger any member or the public.
  - Physically aggressive behavior.
  - Participating in museum activities while under the influence of alcohol or drugs.
  - Unnecessary criticism, berating or attempting to discredit fellow members shall be considered unacceptable behavior.