

Volunteer Code of Conduct

As a representative of Race-4-Grace, I agree to:

- Maintain a courteous and professional demeanor at all times acting as an ambassador of Race-4-Grace.
- Maintain a full commitment to the principles and standards of Race-4-Grace as a condition of volunteering for this organization, as those principles and standards are described in the policies and procedures provided to me by Race-4-Grace.
- Use best practice in all communications to participants and volunteers including email, social media and in person.
- Respect the values, standards, procedures and systems of Race-4-Grace that contribute to the success of the program.
- I will not speak publicly on behalf of Race-4-Grace. This includes, but is not limited to, media requests and public social media posts.

Volunteer

Name (signed)

Name (printed)

Date

Race-4-Grace

Volunteer Coordinator

Date

Discrimination and Harassment Policy

Harassment

Harassment on the basis of any protected characteristic is strictly prohibited. Under this policy, harassment is verbal, written or physical conduct that denigrates or shows hostility or aversion toward an individual because of his or her race, color, religion, sex, sexual orientation, gender identity or expression, national origin, age, disability, marital status, citizenship, genetic information, or any other characteristic protected by law, or that of his or her relatives, friends or associates, and that: a) has the purpose or effect of creating an intimidating, hostile or offensive environment, b) has the purpose or effect of unreasonably interfering with an individual's performance, or c) otherwise adversely affects an individual's opportunities.

Harassing conduct includes epithets, slurs or negative stereotyping; threatening, intimidating or hostile acts; denigrating jokes; and written or graphic material that denigrates or shows hostility or aversion toward an individual or group that is placed on walls or elsewhere on the premises of an event, circulated by e-mail, phone (including voice messages), text messages, social networking sites or other means.

Individuals and Conduct Covered

These policies apply to all interactions with employees, volunteers and participants of Atlanta Track Club whether related to conduct engaged in by fellow employees or by someone not directly connected to Race-4-Grace (e.g., an outside vendor, consultant or customer).

Conduct prohibited by these policies is unacceptable at any Race-4-Grace event or any event related setting.

Reporting an Incident of Harassment, Discrimination or Retaliation

Race-4-Grace encourages reporting of all perceived incidents of discrimination, harassment or retaliation, regardless of the offender's identity or position. Individuals who believe that they have been the victim of such conduct should discuss their concerns with their crew chief, the Events Director or the Executive Director.

In addition, Race-4-Grace encourages individuals who believe they are being subjected to such conduct to promptly advise the offender that his or her behavior is unwelcome and to request that it be discontinued. Often this action alone will resolve the problem. Race-4-Grace recognizes, however, that an individual may prefer to pursue the matter through complaint procedures.