

## **MARIPOSA FOLK FOUNDATION CODE OF CONDUCT**

The Mariposa Folk Foundation is committed to providing an environment in which employees, patrons, volunteers and all stakeholders involved with the Foundation are treated respectfully. We will endeavor to ensure that no one will be subject to discrimination, harassment or any other conduct that undermines dignity and worth. The Foundation will ensure that its employees and volunteers are aware of this policy.

### What is discrimination?

Discrimination is differential treatment based on one of the following grounds that has an adverse impact on an individual or group: race, ancestry, place of origin, colour, ethnic origin, citizenship, creed, sex, sexual orientation, gender identity, gender expression, age, record of offences, marital status, family status and disability.

### What is harassment?

Harassment refers to any abusive or unwelcome behaviour, conduct, talk and/or written correspondence that are directed at and offensive to any person. Harassment may be based on the grounds listed above, or may be personal harassment. The following are examples of inappropriate conduct that may be in violation of this Code of Conduct:

- Derogatory or inappropriate comments, teasing, bullying, innuendoes or taunting.
- Display or circulation of inappropriate, derogatory or offensive written materials, cartoons or pictures.
- Stalking.
- Inappropriate physical contact
- Physical or verbal abuse.
- Refusing to communicate, converse or work with an individual.
- Sexual assault/abuse.
- Suggestive looks, leering, staring or gestures.
- Unwelcome and unsolicited sexual advances.
- Reprisal or threat of reprisal for the rejection of a sexual advance.

### What should I do if it happens to me?

If you believe that you have been a victim of any form of discrimination or harassment from anyone in the Mariposa Folk Foundation community, let the person know immediately that his/her behaviour is unwelcome and ask them to stop such behaviour.

If the discrimination or harassment continues, or if you are uncomfortable about approaching the other person, report the problem to the President or any other member of the Board, or to the Volunteer Coordinator.

### What will be done?

The Mariposa Folk Foundation President will appoint a representative to conduct an investigation into the allegations, which may include interviewing the complainant and the alleged perpetrator, and to recommend to the President any appropriate action. To the greatest degree possible in the circumstances, the investigation will be conducted in confidence.

Any employee guilty of discrimination or harassment will be disciplined and may be suspended or dismissed as determined by the Foundation President. Any volunteer guilty of discrimination or harassment will be disciplined and may have his/her volunteer privileges revoked including a determination that such volunteer may not be eligible to return in a volunteer capacity for such term as is determined by the Foundation President. Discipline may also include removal from events organized by the Foundation, including the Mariposa folk Festival.

Reprisal or threats of reprisal against anyone who makes use of this Code of Conduct, or malicious or bad faith complaints under this Code of Conduct, are against the Ontario Human Rights Code and will be dealt with accordingly.

How can I contribute to an environment free of discrimination and harassment?

- Treat all people fairly and with dignity.
- If you are unsure whether a remark, action or written comment may be considered offensive, do not make it.
- Don't make jokes at other people's expense.
- Speak up against harassment and do not tolerate conduct or comments of a discriminatory nature.

Policy Review: Every five years.

Date adopted by Board: March 2016



Pam Carter  
President



Mike Hill  
First Vice-President