

## CODE OF CONDUCT

EFFECTIVE DATE:	16 June 2010
POLICY APPLIES TO:	Staff, residents, and volunteers
BACKGROUND:	<p>Because The Samaritan Women is about health and healing—mind, body, spirit and community—we're also about avoiding injury. Therefore, we strive to create a climate where people are not weakened by their temptations or addictions, but rather strengthened in their healing. Many of the people who are drawn to TSW come from backgrounds of struggle, so we try to be sensitive to not being “a stumbling block” to a brother or sister.</p>
POLICY STATEMENT:	<p>TSW is a drug-free organization with zero tolerance for possession or consumption of illegal substances. We discourage alcohol on the property, except in those cases of a sanctioned TSW function. Even then, consumption is expected to be moderate, discrete and intoxication is not tolerated. Alcohol is never to be made available to residents, minors, or those challenged by addiction.</p> <p>We want to avoid any threat or perception of sexual misconduct. All volunteers should refrain from personal contact (email, phone, in person meetings) with TSW staff/leaders/volunteers of the opposite sex without a 3<sup>rd</sup> party present and all reasonable measures should be taken to avoid the possibility—or accusation—of any innuendo or impropriety.</p> <p>We want to create a respectful climate. All persons are to control their use of profanity, gestures, etc. Be sensitive to using pejorative terms for people who are struggling with an issue.</p> <p>We do not tolerate any language or visual displays that are offensive ethnically, sexually, or religiously.</p> <p>We are a Christian organization, but respect that not all persons who serve here (or are served here) share our convictions. We will see all persons as children of the Living God and honor where they are in their own faith journey, without condemnation or oppression in thought, word, or deed.</p>

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**SIGNATURE OF EMPLOYEE**

# **Ground Rules for The Samaritan Women's Community of Restoration**

**We are so grateful that you are here to volunteer with us and make this a safe place for our residents to restore their lives. By volunteering here you help us enforce our care model, which is designed to protect our residents' safety, dignity, and confidentiality. These are important GROUND RULES for being on our campus and interacting with our residents. We appreciate your help in abiding by these rules:**

## **No Photos**

No photos of the residents or of the interior or exterior of any of the houses.

## **No Personal Questions**

Keep conversations present and future (not past).

No questions about a resident's sexual history, experience being trafficked or abused, family or family history, legal case, criminal record, wounds, tattoos, scars, age, real name, or any identifying information.

## **No Promises**

Our residents have had so many broken promises. Examples of broken promises include offers to find a resident a job or provide an opportunity that hasn't been approved by or discussed with residential program leadership.

## **No Gifts**

As we fight to dispell the lie that material things and gifts are a central part of relationships, we have a strict no gifts policy for the residents. Avoiding gifts also helps prevent the appearance of favoritism or inequities between residents.

## **No Food**

Our residents have a host of challenges surrounding food--stemming from trauma and poverty, and sometimes stemming from illness or allergies too. As our residents learn to build healthy boundaries with food, we ask that volunteers do not bring snacks or treats to the residents and also be mindful of the snacks they bring to eat in front of the residents.

## **No Exchanging of Contact Information**

It is not permitted to give a TSW resident your contact information, such as your phone number, address, email address, or social media handles. Our residents do not use social media and have limited use of phones and the Internet (supervised by residential staff).

### **No Sharing Technology**

Residents may not borrow your phone or use the Internet. Handing a resident a phone or Internet access gives them an opportunity to contact their trafficker or other harmful persons.

### **No Inappropriate Personal Disclosures**

No disclosing of your own personal trauma, abuse, or other negative experiences to our residents in conversation.

### **No Secrets**

Do not allow our residents to tell you a "secret" or confide in you. Please report these occurrences to staff. Remember that you likely do not know the whole story or the real motive behind the "secret." Remember that BOUNDARIES, not secrets, are what truly builds trust.

### **Confidentiality**

The Samaritan Women's residents stay here confidentially, and our program is safe and restorative because our staff and volunteers work hard to protect confidentiality. Any of the residents' stories or identifying details, if exposed to you during your time volunteering at TSW in any way, will NOT be shared outside of the TSW campus, whether in public, with friends and family, with the communities you spend time in, or in writing or in the media.

**THANK YOU for volunteering and making this a safe place for our residents to heal!**

**I have read the ground rules and agree to comply to these terms:**

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Print Name:** \_\_\_\_\_