

CODE OF BEHAVIOR FOR EMPLOYEES AND VOLUNTEERS

- Employees and volunteers work collaboratively with the pastor and/or other supervisors and associates in ministry.
- Employees and volunteers faithfully represent and practice the teachings of the Catholic Church with integrity in word and action.
- Employees and volunteers are competent and receive education and training commensurate with their role(s) and responsibilities.
- Employees and volunteers respect the diversity of spiritualities in the faith community and will not make their own personal form of spirituality normative.
- Employees and volunteers recognize the dignity of each person and refrain from behaviors or words that are disrespectful of anyone or any group.
- Employees and volunteers serve all people without regard to gender, creed, national origin, age, marital status, socioeconomic status, or political beliefs.
- Employees and volunteers act to ensure all persons have access to the resources, services and opportunities they require with particular regard for persons with special needs or disabilities.
- Employees and volunteers are accountable to the pastor or other duly appointed representative.
- Employees and volunteers are called to serve the faith community, carrying out their ministry conscientiously, zealously, and diligently.
- Employees and volunteers exercise responsible stewardship of resources while holding themselves to the highest standards of integrity regarding fiscal matters placed in their trust.
- Employees and volunteers respect confidentiality.
- Employees and volunteers adhere to civil and ecclesial law, policy and procedure concerning the reporting of neglect, suspected abuse or when physical harm could come to the person or to a third party.
- Employees and volunteers support the rights and roles of parents while ministering to the needs and concerns of minors.
- Employees and volunteers are aware they have considerable personal power because of their ministerial position. Therefore, they will sustain respectful ministerial relationships, avoiding manipulation and other abuses of power. Physical, sexual, or romantic relationships between an adult volunteer and a minor are unethical and are prohibited.
- Employees and volunteers model healthy and positive behaviors with minors. Procuring, providing, or using alcohol and/or controlled substances for or with minors is unethical and is prohibited.
- Employees and volunteers are aware of the signs of physical, sexual, and psychological abuse and neglect.
- Employees and volunteers are aware of their limitations with respect to paraprofessional counseling and make appropriate referrals.
- Employees and volunteers are aware of and comply with all applicable parish, organizational and/or diocesan policies with special attention to sexual misconduct, safety, transportation, parental permission, and medical emergency policies.