



## **Volunteer Code of Conduct**

**Our volunteers help protect the environment and serve the community. To ensure a safe, respectful, and effective experience for everyone, all volunteers are expected to follow this Code of Conduct.**

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### **1. Respect & Inclusion**

- Treat everyone with dignity and respect
  - Be welcoming to people of all backgrounds
  - No harassment, discrimination, or inappropriate behavior
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### **2. Environmental Stewardship**

- Protect plants, wildlife, and natural areas
  - Follow environmental guidelines and Leave No Trace principles
  - Properly dispose of waste and recycle when possible
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### **3. Safety**

- Follow all safety rules and instructions
  - Wear required safety gear
  - Report injuries, hazards, or unsafe conditions immediately
  - Never use equipment unless trained and authorized
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### **4. Professional Conduct**

- Be positive, courteous, and responsible
  - Follow all laws and organizational rules
  - Remember you represent the organization in the community
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## **5. Attendance & Responsibility**

- Arrive on time and complete assigned tasks
  - Notify staff if you cannot attend
  - Follow directions from project leaders
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## **6. Property & Equipment**

- Use tools and supplies only as instructed
  - Take care of all organizational property
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## **7. Privacy & Confidentiality**

- Respect personal and organizational information
  - Volunteers acknowledge that Bridging The Gap may take photos or videos during volunteer activities for organizational use. Photos from Bridging The Gap's social media and website may be shared.
  - Out of respect for other volunteer's privacy, volunteers may not photograph, film, or post images of other volunteers or participants without their clear consent.
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## **8. Zero Tolerance**

The organization does not tolerate:

- Harassment or discrimination
  - Violence or threats
  - Theft, vandalism, or substance use during volunteer activities
- Violations may result in removal from the volunteer program.
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## **9. Reporting**

- Report concerns, unsafe conditions, or misconduct to a staff member or volunteer coordinator.