



HAMILTON-GIBSON PRODUCTIONS

Community Performing Arts

Agreement to participate with Hamilton-Gibson in any capacity requires a commitment to act in a way that promotes and supports the organization's mission, respects the local community and all fellow participants in HG, and ensures the safety of others. The HG Code of Conduct is intended to provide guidance and set expectations of behavior for all participants in productions or programs, volunteers, board members, and employees of Hamilton-Gibson Productions. All involved with HG are required to read and comply with this Code of Conduct. The Code of Conduct is not intended to be an exhaustive list but to provide a foundation for all participants to contribute to a safe, respectful environment that enables everyone involved to feel comfortable and perform to the best of their abilities.

Expectations of Participants:

Do:

- Promote a welcoming community and show respect for one another
- Support fellow participants when they are taking risks to push themselves
- Embrace diversity, equity, and inclusion and use inclusive language and honor preferred pronouns and names
- Respect others' physical space
- Arrive on-time and ready to begin rehearsals, performances, or volunteer assignments
- Notify your director or supervisor if you are ill and stay home to avoid passing illness on to others in a production or program
- Protect HG resources and report any knowledge or suspicion of stealing, misappropriation, fraud, or diversion of HG funds, property, or other assets
- Maintain a safe environment and report potentially unsafe conditions to someone in a leadership role at HG
- Leave all spaces in the same or better condition than you found it
- Follow all HG policies and procedures and report any concerns regarding potential violations of HG policies, including and especially HG's Harassment & Discrimination Policy, to appropriate individuals.
- Protect and look out for youth participants in HG productions and programs
- If you feel disrespected, engage in appropriate communication with the other individual involved to attempt to rectify the situation and/or speak with your director or supervisor regarding the situation

Don't:

- Engage in divisive or disrespectful behavior, gossip, or comments that make others feel unwelcome, unsafe, or marginalized
- Make unsolicited critical comments or provide unsolicited direction on the performance of others
- Bring personal alcohol, illegal drugs, or weapons onto HG property or engage as a participant under the influence of alcohol or illegal drugs
- Disclose confidential or private HG information to others

Hamilton-Gibson's mission is to provide opportunities for people of all ages to enrich and empower their lives through community performing arts