Code of Ethical Conduct

- I will not discriminate against or refuse professional services to anyone on the basis of race, color, creed, age, sex, religion, disability, or nationality.
- I have total commitment to providing the highest quality of service to those whom I serve.
- I will evidence a genuine interest in all persons served and do hereby dedicate myself to their best interests and helping them help themselves.
- I will act in accordance with standards of professional integrity.
- I will not use my professional or volunteer relationship to further my own interests.
- I will respect the privacy of persons served and hold in confidence all information obtained in the course of this service, even upon leaving the agency.
- I will maintain a professional attitude that upholds confidentiality toward individuals served, co-workers, applicants, and the agency.
- I will respect the rights and views of my co-workers and/or people served and treat them with fairness, courtesy, and good faith.
- I will not exploit the trust of the public, my co-workers, and/or people served.
- I will make every effort to avoid relationships that could impair my professional judgment.
- I will not engage in or condone any form of harassment or discrimination.
- If I have the responsibility for employing and/or evaluating staff performance, I will do so in a responsible, fair, considerate, and equitable manner.
- If I know that a co-worker has violated ethical standards, I will bring this to my co-worker's attention. If this fails, I will report the activity to my supervisor.
- I will continually assess my personal strengths, limitations, biases, and effectiveness.
- I will contribute to the agency's development of social capital when possible.
- I will not advise on problems outside the bounds of my competence.
- I will seek assistance for any problem(s) that impair my performance.
- I understand that violation of this code may be grounds for dismissal and/or removal from a volunteer committee membership.

_____   _____
Print Name   Title

_____   _____
Signature   Date