

Volunteer Code of Conduct

As a representative of Atlanta Track Club, I agree to:

- Maintain a courteous and professional demeanor at all times acting as an ambassador of Atlanta Track Club.
- Maintain a full commitment to the principles and standards of Atlanta Track Club as a condition of volunteering for this organization, as those principles and standards are described in the policies and procedures provided to me by Atlanta Track Club.
- Use best practice in all communications to participants and volunteers including email, social media and in person.
- Respect the values, standards, procedures and systems of Atlanta Track Club that contribute to the success of the program.
- I will not speak publicly on behalf of Atlanta Track Club. This includes, but is not limited to, media requests and public social media posts.

Volunteer

Name (signed)

Name (printed)

Date

Atlanta Track Club

Volunteer Coordinator

Date



Discrimination and Harassment Policy

Harassment

Harassment on the basis of any protected characteristic is strictly prohibited. Under this policy, harassment is verbal, written or physical conduct that denigrates or shows hostility or aversion toward an individual because of his or her race, color, religion, sex, sexual orientation, gender identity or expression, national origin, age, disability, marital status, citizenship, genetic information, or any other characteristic protected by law, or that of his or her relatives, friends or associates, and that: a) has the purpose or effect of creating an intimidating, hostile or offensive environment, b) has the purpose or effect of unreasonably interfering with an individual's performance, or c) otherwise adversely affects an individual's opportunities.

Harassing conduct includes epithets, slurs or negative stereotyping; threatening, intimidating or hostile acts; denigrating jokes; and written or graphic material that denigrates or shows hostility or aversion toward an individual or group that is placed on walls or elsewhere on the premises of an event, circulated by e-mail, phone (including voice messages), text messages, social networking sites or other means.

Individuals and Conduct Covered

These policies apply to all interactions with employees, volunteers and participants of Atlanta Track Club whether related to conduct engaged in by fellow employees or by someone not directly connected to Atlanta Track Club (e.g., an outside vendor, consultant or customer).

Conduct prohibited by these policies is unacceptable at any Atlanta Track Club event or any event-related setting.

Reporting an Incident of Harassment, Discrimination or Retaliation

Atlanta Track Club encourages reporting of all perceived incidents of discrimination, harassment or retaliation, regardless of the offender's identity or position. Individuals who believe that they have been the victim of such conduct should discuss their concerns with their crew chief, the Events Director or the Executive Director.

In addition, Atlanta Track Club encourages individuals who believe they are being subjected to such conduct to promptly advise the offender that his or her behavior is unwelcome and to request that it be discontinued. Often this action alone will resolve the problem. Atlanta Track Club recognizes, however, that an individual may prefer to pursue the matter through complaint procedures.

