



Mt Gravatt Show Society Code of Conduct Policy

Purpose

The Mt Gravatt Show Society is dedicated to creating a respectful, professional, and supportive environment for all individuals involved in its activities. This Code of Conduct outlines expectations for behaviour to ensure a respectful, inclusive, and professional environment for all involved with the Mt Gravatt Show Society, including the Management Committee, members, contractors, and volunteers.

Scope

This policy applies to all the Management Committee, society members, contractors, and volunteers, and interactions related to the Mt Gravatt Show Society, including but not limited to:

- Events and activities organized by the Society
- Communication via email, messaging platforms, or social media
- Interactions during meetings, planning sessions, and volunteer activities

Core Principles

1. Respect and Inclusivity

- Treat all individuals with respect and dignity, regardless of race, gender, age, religion, disability, sexual orientation, or any other characteristic.
- Foster an inclusive environment where everyone feels valued and welcome.

2. Professionalism

- Approach all tasks with a professional attitude. Be punctual, reliable, and prepared.
- Communicate effectively and courteously without profanity with fellow volunteers, staff, and community members.

3. Integrity and Honesty

- Act with integrity and honesty in all interactions.
- Be transparent and trustworthy.
- Avoid any form of dishonesty, fraud, or deception.

4. Confidentiality

- Respect the confidentiality of sensitive information related to the organisation, community members, and other volunteers.
- Do not share or use confidential information for personal gain or unauthorised purposes.

5. Safety and Well-being

- Prioritise the safety and well-being of yourself and others. Follow all safety guidelines and report any hazards or incidents immediately.
- Avoid engaging in any behaviour that could be considered harassment, bullying, or discrimination.

6. Responsibility and Accountability

- Take responsibility for your actions and decisions. Be accountable for fulfilling your assigned tasks and duties.
- Report any issues or concerns to the appropriate person in a timely manner.

7. Teamwork and Collaboration

- Work collaboratively with fellow volunteers and staff. Support each other and share information to achieve common goals.
- Be open to feedback and willing to offer constructive suggestions.

8. Commitment

- Commit to the agreed-upon schedule and responsibilities. Notify the relevant person in advance if you are unable to fulfill your commitments.
- Engage actively and contribute positively to the organisation's activities and goals.

9. Compliance with Policies and Procedures

- Adhere to all organisational policies and procedures, including those related to operations, communication, and conduct.
- Follow any specific guidelines related to the running of community shows.

10. Representation of the Organisation

- Represent the Mt Gravatt Show Society positively in all interactions with the community, sponsors, and other stakeholders.
- Ensure that your behaviour reflects the values and mission of the organisation.

11. Feedback and Improvement

- Seek and provide feedback constructively. Use feedback as an opportunity for personal and organisational growth.
- Participate in evaluations and provide input to help improve the organisation's processes and programs.

12. Use of Resources

- Use organisational resources, including time, equipment, and materials, responsibly and only for their intended purposes.
- Report any misuse or issues with resources immediately.

Implementation

All members of the Management Committee, society members, contractors, and volunteers agree to this Code of Conduct and will be provided a copy of the code when it is updated or upon their first engagement with the Society. All individuals associated with the Mt Gravatt Show Society are required to read, understand, and comply with this Code of Conduct.

Any breaches of this Code of Conduct should be reported to the Management Committee immediately. Reports will be treated with confidentiality and investigated promptly.

Violations of this Code of Conduct may result in disciplinary action, including warnings, suspension, or termination of involvement with the Mt Gravatt Show Society.

Review of policy

The Mt Gravatt Show Society is committed to continuous improvement and undertakes to continually review this policy to ensure it aligns with the values of the Society and its community. Updates will be communicated to all members, volunteers, and contractors as required.