

## KIRK PLAYERS MEMBER CONDUCT POLICY

*Kirk Players is a nonprofit, community-based volunteer organization dedicated to providing theatrical entertainment and education to the community. In addition, Kirk Players provides a venue for those seeking both onstage and offstage opportunities. Participation in the organization's functions is a privilege and subject to the observance of the organization's rules and procedures.*

It is the policy of the Kirk Players that members demonstrate moral and ethical conduct which is not harmful to other members of the Kirk Players and to the image of the Kirk Players. It is not the intent of this policy to create a legal standard of care but rather to provide guidance to members to promote a safe and welcome environment. Conduct occurring at non-Kirk Player events and activities may or may not be violative of this policy depending on the circumstances. However, inappropriate behavior occurring during non-Kirk Player events and activities may be governed by this policy.

While participating in Kirk Players' events and activities, whether onstage or offstage, members are representing Kirk Players and must observe this policy and guiding principles. While we cannot address every anticipated issue or possible scenario, we are committed to maintaining an inclusive environment where everyone feels welcome and safe regardless of their age, race or ethnicity, gender identity or expression, sexual orientation, physical or mental ability, or other characteristics that make our participants and patrons unique. We expect all our participants and patrons, as well as their invited guests, to conduct themselves in ways that support this commitment, and to treat everyone with respect.

The following conduct is strictly prohibited by the Kirk Players and will not be tolerated:

- Any acts or threats of violence, bullying, or harassment (including, but not limited to verbal, physical or online/digital) of any member, patron or other participant connected to the Kirk Players;
- Sexual or gender-based harassment of any kind. This includes unwelcome advances, verbal or nonverbal conduct, and non-consensual touching (e.g. unwanted touching or any unwanted or inappropriate physical contact such as touching, kissing, patting, hugging or pinching);
- The use of abusive or offensive language toward or in the proximity of any patron or other participant connected to the Kirk Players. This includes language, references and jokes that are sexual or racial in nature;
- Possession of dangerous, unauthorized, or illegal materials such as explosives, firearms, weapons, drugs, or other similar items on property being used by the Kirk Players;
- Conduct endangering the life, safety, health (physical and mental), or well-being of any patron or other participant connected to the Kirk Players. This may include interaction beyond the property being used by the theater and will be handled at the discretion of the director or Board;

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- Any conduct on or beyond the property being used by the Kirk Players that could damage one's ability to fulfill one's obligation to the theater. This includes coming to theater functions under the influence of alcohol or drugs. However, use of alcohol at certain events and activities in which alcohol use is accepted behavior, such as a cast party, does not violate this rule. Kirk Players maintains a zero-tolerance policy for alcohol and drug use by minors at any Kirk Players' events and activities and a zero-tolerance for non-minors attempting to get alcohol and drugs for a minor in relation to a Kirk Players' event and activity; and
- At all times, it is a violation of this policy to behave with malicious disrespect toward Kirk Players, Kirk Players Board of Directors, members, or guest performers. During Kirk Players' events and activities, it is a violation of this policy to behave with malicious disrespect toward the public. During any phase of a production, it is a violation of this policy to behave with malicious disrespect toward production leaders, cast, crew and the public.

It is the intent of this paragraph that the instances described above, "at all times," "during Kirk Players' events and activities" and "during any phase of a production," are not exclusive of each other.

Complaints of a violation of this policy are to be directed to a Board Member who has the responsibility to bring it to the Board's attention for action or no action. Complaints may be verbal or written and if written, signed or unsigned. Complaints may be initiated by anyone, including members and the public. Complaints may be initiated by a victim or a witness to an incident. If a complaint is related to a theatrical production, the complaint may be presented to the Director or Assistant Director who are responsible to forward the complaint to a Board Member immediately. Any Board Member who is informed of a complaint must present the complaint to the Board at monthly Board Meeting or sooner, at which time the matter will be taken under advisement. The Board in its discretion may conduct an investigation including, but not limited to obtaining a response to the complaint from the accused, hearing unsworn testimony from witnesses and considering any other relevant materials. Complaints will be evaluated and judged on the individual circumstances of the allegations in the complaint.

Any decision made by the Board will be made known to the complainant and the accused in a reasonable time after the Board's decision.