



## **Notre Dame AmeriCorps Harassment Policy**

Notre Dame Mission Volunteers and Notre Dame AmeriCorps are committed to providing all staff and members a professional work environment, free from all forms of harassment.

NDMV and NDA policy prohibits individuals from engaging in behavior that creates an intimidating, hostile or offensive work environment. This includes but is not limited to:

- Unwelcome sexual advances
- Sexual comments or jokes
- Requests for sexual favors used as a condition of employment or affecting any personnel decision such as hiring, promotion, or compensation
- Racial slurs
- Derogatory ethnic slurs

Any employee or volunteer who engages in such harassment is subject to immediate discipline, up to and including discharge.

All charges of harassment are to be referred to the Executive Director.

Each reported incident will be treated seriously, confidentially, and responded to with a thorough investigation.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_