



Code of Conduct

Context

Youth for Christ is committed to its staff and volunteers, to their development and has a 'duty of care' towards each member of the staff/volunteer team. Youth for Christ is committed to act with compassion, grace and pastoral concern. Members of staff are encouraged to make every reasonable effort and intention to meet the standards of personal conduct within a work and social context as set out in this code of conduct.

Scope

This document is used at the recruitment and selection stage for new staff, volunteers and applicants will be asked to confirm that they are happy to abide by the code of conduct. It also forms the basis of an understanding of behaviour and expectation of one another for all those existing staff/volunteers working in Youth for Christ. Roles which have significant leadership or representative responsibilities, or that are central to fulfilling the aims and purposes or developing and maintaining our Christian ethos, will always be held by committed Christians who assent to our statement of faith.

Policy

As a result of our shared beliefs and values the following are examples of behaviours we would expect to find in staff/volunteers in Youth for Christ.

- Willingness to give account of a living faith in Jesus Christ within settings and context appropriate to day to day responsibilities.
- Regular commitment and participation in the life of a local church.
- The treatment of one another with grace, respect, courtesy, politeness, forgiveness and Christian love.
- Honesty and co-operation in our interactions, timekeeping and work practice.
- Respect for authority and for individual conscience and diversity as people working together.
- Commitment to good stewardship of Youth for Christ's finances and resources.

Where posts have been identified as not requiring someone to have an expressed Christian commitment it is recognised that the first two bullet points above will not apply. Youth for Christ staff and volunteers will be expected to comply with Youth for Christ policies and procedures and have a responsibility to safeguard the welfare of all children and young people with whom they work. Workers will be expected to abide by the Youth for Christ Safeguarding policy and guidelines.

Should a difficult situation develop Youth for Christ will act with compassion, grace and pastoral concern. Such issues may be as the result of incapacity or an error of judgement rather than lifestyle choices or pre-determined behavioural choice and Youth for Christ will respond encouraging restoration. It is recognised that the Bible outlines specific behaviours as fundamental and in situations where these may have been contravened Youth for Christ would act in accordance with its disciplinary procedure within a context of grace and compassion as time is taken to investigate and consider the circumstance of the situation.

This will mean the following should be factors that will be considered

- The severity of the perceived misconduct
- Whether the incident is 'one off' or part of repeated behaviour or life style
- Any mitigating circumstances
- The position of trust of the employee within Youth for Christ
- Christian maturity and understanding
- The treatment of similar instances of misconduct by other employees
- The employees length of service
- The extent of any 'live' disciplinary warnings
- Evidence of regret

The following is a non-exhaustive list of matters which are considered to be gross misconduct and which would normally result in dismissal.

- Any action constituting a serious criminal offence.
- Actions which contravenes the Youth for Christ statement of faith or contrary to the standards and beliefs held by Youth for Christ.
- Unauthorised removal or use of the employer's property.
- Theft from the employer, its employees, volunteers or the public.
- Committing acts of forgery, deliberate falsification of, or failure to complete records, or misrepresentation to the advantage of themselves or others.
- Sexual intercourse outside of heterosexual marriage or other behaviour which is not in accordance to Youth for Christ's understanding of what is biblically permissible (where the post holder is required to have a Christian commitment).
- Harassment of any kind (see Harassment policy).
- Bullying of any kind.
- Carrying out duties in a drunken state or under the influence of illegal

drugs.

- Fight with, physically assault another member of staff, Youth for Christ worker or volunteer.
- Flagrantly disregard of safety precautions and endangering yourselves and others.
- Be in unauthorised possession of or do willful damage to Youth for Christ's property.
- Deliberate viewing or circulation of pornographic material or other offensive materials.
- Deliberate disregard of duties or instruction relating to employment.
- Deliberate disregard of the protection of young people (see Youth for Christ Safeguarding policy).
- Deliberate disclosure of confidential information.
- Involvement in the occult.
- Promotion of aims or beliefs that are contrary to the mission or beliefs of Youth for Christ as laid out in the statement of faith (where the post holder is required to have a Christian commitment)
- Breach of trust.
- Activities outside formal working hours including those which render an employee either unsuitable for the type of work they do or which leads to a breach of trust between employer and employee or where the employee damages the reputation of Youth for Christ or where it affects the performance of an employee in their particular role.

It is understood that while every member of staff is vulnerable to behaviour which contravenes that laid out in Scripture, our desire as an organisation is to inspire, encourage and build one another up in the faith in order to honour, obey and glorify God in our work.

This code of conduct seeks to facilitate this aim in compliance with biblical precepts as agreed by the trustees of Youth for Christ in the statement of faith and by expressing Christian behaviours in the context primarily of employment.