

Valley United Soccer Club

Code of Conduct

CODE STATEMENT

This Code of Conduct is our guide that ensures our behaviour as Board Members, Administrative Staff, Club Volunteers and Coaches represents the best of the Valley United Soccer Club. Valley United also supports Canada Soccer's Code of Conduct and Ethics.

CODE PURPOSE

At Valley United, our Vision and Mission are stated on our Strategic Framework. Our goal is to conduct ourselves in a way that reflects our Vision and Mission and the four pillars, Coaching Development, Play and Team Development, Organizational and Club Development and Community Support.

The Strategy, Focus and Intent of our Strategic Framework focuses on high performance teams, inspired Coaching, Soccer Nova Scotia Alignment, Retention and Mentorship. Inspiration comes from knowing that at Valley United we are focused on supporting one another. It comes from the opportunity to contribute to the success of the club by knowing that your contribution is appreciated, your voice is heard, and your ideas are valued.

WHY IS THE CODE OF CONDUCT IMPORTANT?

Inspiration comes from the opportunity to develop and grow, and it comes from learning from our mistakes and taking responsibility for our actions.

It is up to each of us to behave with integrity, do what you say, respect others, be open in our communication, continuously develop and assuming positive intent in each interaction.

The following outlines the expected behaviour of Board Members, Administrative Staff, Club Volunteers and Coaches

Confidentiality (of our people & information): Information that is shared internally is to be kept confidential unless it is clearly public knowledge. If you are not sure, assume it is confidential. Confidential information includes but is not limited to documents, information shared at meetings, conversations and activities that take place during meetings. Sharing of confidential information with people outside of the Club, through conversation, document sharing or through the use of social media platforms like Facebook, Twitter, Instagram etc. is prohibited. Board members can check with the Chair of the Board.

Discrimination: Every person who connects with Valley United in any capacity has the right to equal treatment, without discrimination based on any protected ground. Protected grounds under the *Nova Scotia Human Rights Act* includes but is not limited to race, sex, gender, sexual orientation, age, religion, and ethnicity. No Board Members, Administrative Staff, Club Volunteers and /or Coaches will discriminate against anyone we encounter at Valley United.

Harassment: As with discrimination, harassment is prohibited under the *Nova Scotia Human Rights Act* and may be physical, verbal, written, or visual and includes the use of the Internet. Harassment does not necessarily need to target a specific individual. A single act or expression can constitute harassment. No Board Members, Administrative Staff, Club Volunteers and /or Coaches will harass anyone we encounter at Valley United.

Reporting Discrimination and/or Harassment: Any employee or Board member who feels they have been a victim of, or witness to harassment or discrimination should report the incident to the Manager of Human Resources, the President, or the Chair of the Board immediately.

Privacy: Protecting the privacy and confidentiality of personal information is an important aspect of the way Valley United conducts its business. Collecting, using, and disclosing personal information in an appropriate, responsible, and ethical manner is fundamental to Valley United's operational requirements.

Ethical Behaviour: Board Members, Administrative Staff, Club Volunteers and/or Coaches are expected to always act in an ethical manner. Ethical behaviour is characterized by honesty, fairness, and equity in interpersonal and professional relationships. Ethical behaviour respects the dignity, diversity and rights of individuals and groups of people. Ethical behaviour will stand the test of scrutiny from your peers.

Duty to Report: Board Members, Administrative Staff, Club Volunteers and/or Coaches are expected to report any concerns they have about a breach or potential breach of this Code of Conduct to the Club President as soon as possible. By raising the concern, it provides with opportunity to address a problem as soon as possible.

CODE ADHERENCE

The expectation at Valley United is that each of us is focused on what is the right thing to do. Sometimes knowing what the right thing is to do is not obvious. In that case if you should seek guidance from a member of the Board. If your intent is good and your actions are congruent with this code of conduct, your decision will be defensible and supported.

WHAT IS THE RISK WHEN THIS POLICY IS NOT SUPPORTED?

Not following this code puts the integrity of the Valley United Soccer Club, in question. This could result in a loss of reputation in the community.

ACKNOWLEDGEMENT AND AGREEMENT

I acknowledge that I have read and understand the Valley United Soccer Club Code of Conduct. Further, I agree to adhere to this Code

Name: _____

Signature: _____

Date: _____