

Code of Conduct



Volunteers of America Western Washington (VOA) expects all members, participants, rental groups, volunteers, guests and staff at the Carl Gipson Center to abide by the following Code of Conduct. Failure to adhere may result in consequences up to and including termination of one's membership, participation and/or rental privileges.

We expect members of the Carl Gipson Center community to demonstrate these values:

- **Respect:** Treat oneself, others, supplies and our facility with respect. Contribute to a positive and healthy environment. Ensure that any space, furniture, technology and supplies you use remain in good condition.
- **Honesty:** Communicate honestly. Proactively share information in the event that key communication details change – such as phone number, address, emergency contact, or significant health information – or in the event that any equipment, furniture or part of the Center becomes damaged.
- **Compassion:** The Center is a community for diverse individuals and communities to gather, connect and engage in healthy activities, and we ask that all members of our community extend compassion to themselves and others. Welcome those who are new to our community and consider contributing by volunteering, donating, or leading activities, classes or events.

The following behaviors and activities are not permitted at the Carl Gipson Center at any time:

- Possession or use of illegal drugs; weapons of any kind; pornographic materials; offensive apparel or material; animals other than service animals required by law; or alcohol. *Note:* alcohol may be permitted by rental groups who acquire a banquet permit for one-time events.
- Participating in Center activities, classes and or/groups intended for seniors during normal operating hours on an ongoing basis without an active membership or pending/active financial assistance award.
- Engaging in any of the following activities: sexual activity of any nature; violent behavior, profanity or verbal abuse of others; bathing or washing clothes in bathrooms; operating speakers, smartphones, or video players or speaking at a volume that disturbs the activities of others; sleeping during normal operating hours; or failing to uphold an acceptable level of hygiene or dress.
- Financial transactions, marketing, soliciting customers, political campaigning or gambling, unless pre-approved by the Director.
- *If applicable:* sharing your Carl Gipson Center parking pass for others to use.