

Saint Demetrios Greek Orthodox Church Code of Conduct

Introduction

This code of conduct sets uniform minimal standards governing how business within Saint Demetrios Greek Orthodox Church ministries should be conducted. The intent is to ensure the consistency of ministry operations with the broader mission of Saint Demetrios Greek Orthodox Church. The code applies to all persons participating in a leadership, supervisory or position of authority (Personnel) in the ministries or other organizations operating under the auspices of Saint Demetrios Greek Orthodox Church including, but not limited to, staff, volunteers, contractors, board members and other supervisory bodies.¹ Ministries working with youth or children shall additionally comply with the youth protection policies established by the Archdiocese.²

Ministries of Saint Demetrios Greek Orthodox Church

“Go therefore and make disciples of all the nations, baptizing them in the name of the Father and of the Son and of the Holy Spirit, teaching them to observe all things that I have commanded you;”

–Matthew 28:19-20

The Church exists for one purpose only: to bring humanity into communion with God and His Kingdom. The goal of any Church ministry should be the same. A healthy ministry will always be, at its core, guided by the areas that constitute the Christian-life: WORSHIP (Liturgia), WITNESS (Martyria), SERVICE (Diakonia), and FELLOWSHIP (Koinonia). More and more, the people in our parishes and in this world, and the situations from which they come are varied and diverse, and this should be accommodated by each ministry. Nurture the strengths of the members, acknowledge and support the weaknesses. The program should be dynamic enough where all those involved, minister and are ministered to in Christ. The ultimate experience of Christ in this world is through the Eucharist, Holy Communion, and every Church ministry should be guiding its members to this.

What follows is a definition and a model for a balanced Church ministry program, whose foundation is securely anchored on the Eucharist and Christian living.

¹ Regulations of the Greek Orthodox Archdiocese of America; Article 29, Section 2 & 3.

² Youth Protection Manual available at <http://www.saintdemetrios.com/ministries/>

Personnel in the Ministries of St. Demetrios Greek Orthodox Church shall:

- Adhere to the principles, mission, and charter of the ministry and our church.
- Establish and maintain safe environments for ministry participants.
- Act with honesty and integrity, and treat each person with respect, courtesy and dignity.
- Be fair, equitable and inclusive and foster broad-based participation.
- Use positive reinforcement rather than criticism, competition or comparison.
- Show tolerance and give consideration to differing viewpoints.
- Employ appropriate conduct, speech and dress code.
- Participate in required training as established by Saint Demetrios Greek Orthodox Church and their ministry.
- Immediately report any suspected or alleged misconduct to the person in charge or supervisory body as defined by the organizational chart by completing the *Notice of Concern* document.
- Assist in an investigation of misconduct as requested.

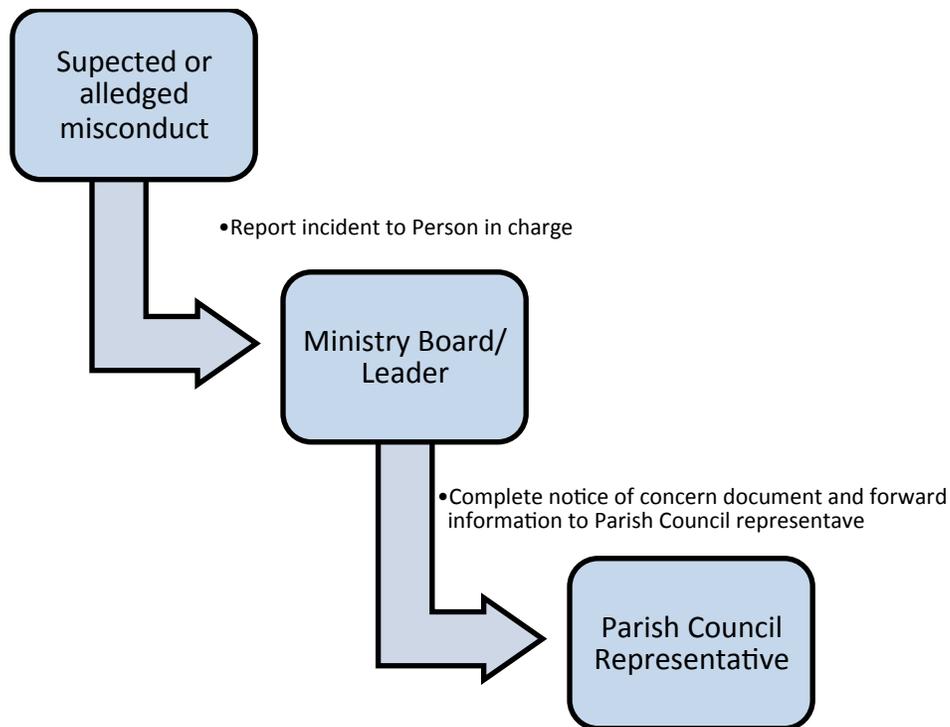
Personnel shall not:

- Harass, bully, intimidate, ridicule, or otherwise degrade a participant.
- Physically or emotionally intimidate or abuse a participant.
- Cause physical or emotional harm.
- Use any form of discipline that humiliates a participant.
- Use profanity, insults, slurs or other incendiary language.
- Act with prejudice or favoritism in either words or actions.
- Act in a manner that constitutes or creates the appearance of a conflict of interest. Conflict of interest is defined as any parties in a position to derive personal benefit or provide benefit from actions or decisions made in their official capacity.

Reporting procedures

Each ministry shall have a designated Parish Council representative to report to. The reporting shall occur in writing as follows:

- Bylaws shall be reported annually; and at any time prior to the adoption of changes to the bylaws.³
- Meeting notes shall be submitted monthly.
- In the event of suspected or alleged misconduct, a Notice of Concern document (see attached form) involving their ministry shall be completed and reported immediately to Parish Council representative.



³ Regulations of the Greek Orthodox Archdiocese of America; Article 19, Section 4.

Serving on a board and/or being in charge of a ministry at Saint Demetrios Greek Orthodox Church is both an honor as well as a considerable responsibility. The signing of and adherence to this code of conduct is required of all persons participating in a leadership, supervisory or position of authority in the ministries or other organizations operating under the auspices of Saint Demetrios Greek Orthodox Church, including but not limited to, staff, volunteers, contractors, board members and other supervisory bodies.⁴

This code of conduct applies to all existing and future personnel, and is effective immediately upon signing. I understand that failure to adhere to this code of conduct, as well as any other code that may apply to my Ministry, may result in disciplinary action, including removal from office, as determined by the Parish Council.

Name _____

Date _____

Attachments:

- *Notice of Concern*

⁴ Regulations of the Greek Orthodox Archdiocese of America; Article 30, Section 3.

NOTICE OF CONCERN

Individual(s) of Concern: _____

Occurrence took place:

Date: _____ Time: _____ Location: _____

Type of Concern:

- Inappropriate behavior Policy violation
- Possible risk of child abuse Other concern

Using parties involved own words, describe the incident:

Who was present? _____

Who was notified and when? _____

Attach additional sheets if needed.

Submitted by: (Please print): _____

Telephone number: _____

Email Address: _____

Signature: _____ Date: _____

Reviewed by: _____ Date: _____

Once completed, please keep a record for your Ministry files and forward a copy to your Ministry's Parish Council representative. The Saint Demetrios Parish Council will investigate the matter and make a decision on the course of action to be taken in a timely manner.