



Volunteer Code of Conduct

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As a volunteer for the Fort Collins Natural Areas Program I understand that I am an ambassador for the program and its mission and goals.

As a volunteer, I will:

PERSONAL RESPONSIBILITY

- Recognize that I have a responsibility to adhere to the rules and procedures of the agency. Failure to do so or failure to satisfactorily perform my volunteer assignment may cause me to be dismissed.
- Be dependable, recognizing the commitment and responsibility to my volunteer goals.
- Accept volunteer duties consistent with my interest, abilities, and available time.
- Accept feedback from my supervisor in order to do the best job possible.
- Avoid conflict of interest situations and refrain from actions that may be perceived as such. Volunteers should reveal any potential or actual conflicts of interest as they arise.
- Not accept tips, request meals to be paid for, or otherwise accept payment for my volunteer work.
- Not use my volunteer position to get special treatment.
- Address ethical concerns by speaking directly with the colleague with whom I have the concern; and when necessary, report such to my leader in the defined chain of command.

RESPECT

- Treat all individuals with a sense of dignity, respect, and worth. Make a personal commitment to be nonjudgmental about cultural differences, living conditions and the lifestyle of each person with whom I make contacts.
- Avoid profane and abusive language and disruptive behavior that is dangerous to myself and others.
- Not represent the Natural Areas Program while in uniform by posting photos or video on social media.
- Respect all confidential information.
- Not pressure anyone to accept my political, cultural, or religious beliefs.
- Comply with mandated reporting in cases of suspected child and vulnerable adult abuse or neglect.

- Respect and use all equipment appropriately and as required for my assignment. Abstain from the use of City equipment/resources for personal use.

SAFETY

- Not use, possess, or be under the influence of alcohol or illegal drugs (including medical marijuana) at any time while serving as a volunteer for the City of Fort Collins.
- Abstain from all illegal activity.
- Wear required identification and clothing.
- Follow safe workplace practices, including participation in applicable education sessions, using appropriate personal safety equipment and reporting accidents, injuries, and unsafe situations.
- Report suspicious activities to my supervisor and rangers?.

Volunteer Signature

Date