

FAIR HAVENS MINISTRIES CODE OF CONDUCT

Our mission as a conference, camp and retreat centre is to bring ultimate glory to God and His Kingdom. In this context it is of paramount importance that our staff members conduct themselves in a way that is honouring to men and above all—honouring to God. Therefore, Stepping Stones staff serving at Fair Havens Ministries are required to abide by certain standards and practices. Specifically, Fair Havens Ministries considers the following conduct to be inappropriate in our context as a Christ-centred ministry organization:

- ▶ Abusive behaviour of any kind (e.g. foul language, blatant insubordination, etc.)
- ▶ Malicious acts, physical aggression or threat to the safety of others.
- ▶ Immoral sexual behaviour: premarital, extramarital or homosexual.
- ▶ Use of illicit drugs
- ▶ Use of tobacco or alcohol
- ▶ Criminal activity of any kind
- ▶ Theft and fraud
- ▶ Lying or deceit
- ▶ Disregard for Fair Havens Ministries policies.

Participation in any of the above **on or off** Fair Havens property by staff may initiate investigation and appropriate disciplinary action, as necessary. Note that staff designated as ministry and/or management will be held to a higher level of accountability regarding off-site behaviour and conduct than other staff.

Furthermore, we encourage all staff to practice wisdom and careful judgment in the exercise of personal freedom. This includes things such as the responsible use of time and material resources, the honest pursuit of spiritual growth—including attendance at staff bible studies and chapel when possible and adherence to the Fair Havens policy on digital device use on Sunday. **Abstinence from alcohol, tobacco, gambling and any type of substance abuse is required at all times for Stepping Stones and Internship program participants.** Modest behaviour and dress is important as well as maintaining personal relationships that are above reproach (i.e. guy/girl relationships). **All staff members MUST remain out of the residential quarters of the opposite sex and adhere to the Fair Havens policy on dating.** Choice of entertainment, PG13 and under the discretion of the Community Life team, both on-site and off-site must also be a matter of discernment and wisdom. Staff and volunteers of Fair Havens will refrain from profession or promotion of religious beliefs incompatible with Christian faith.

Failure to adhere to the above guidelines may be 'cause' for disciplinary action up to, and including dismissal. Fair Havens expressly reserves the right under this policy to terminate an individual's employment or service for 'cause' upon violation of the specific or general elements of this policy.

In the event of a violation or breach of this policy, Fair Havens will attempt to bring about restoration of the individual in order to restore a working relationship with Fair Havens Ministries. Actions taken may include, at Fair Havens' discretion, review of the problem by the Executive Director with the alleged offender, professional counseling, accountability measures and / or probation. Fair Havens may also choose to dismiss the individual based on the severity of the situation and results of any restoration process.

Should any staff or volunteer member, having signed this code of conduct, find themselves in a position where they can no longer uphold these standards, they should immediately advise the Executive Director.