

ROMAN CATHOLIC DIOCESE OF BURLINGTON
Office of Safe Environment Programs

CODE OF CONDUCT FOR CHURCH PERSONNEL WHO DO NOT WORK WITH MINORS

The Diocese of Burlington is grateful to the many faithful Catholics who are Church personnel in the Diocesan parishes and Catholic Schools, and who take on important responsibilities though they do not work with minors (anyone under the age of 18). In keeping with the principles set forth in the *Diocese of Burlington Policies on Ethics and Integrity in Ministry*, to ensure healthy and safe relationships in ministries, and in order to cultivate a safe environment which encourages and enables Church personnel to engage fully in the traditions of teaching, celebrating, participating in and being formed by the Catholic faith, the following guidelines in the form of a *Code of Conduct* are established.

- I will recognize the dignity of each person and refrain from behaviors or words that are disrespectful.
- I will perform my ministry in a manner consistent with the mission of the Catholic Church, the Diocese of Burlington and the laws of the State of Vermont.
- I will work collaboratively with the pastor, supervisors and associates in my ministry.
- I will maintain appropriate physical, emotional, and online boundaries with the persons whom I serve in my ministry.
- I am aware of appropriate Internet and social media use and of maintaining appropriate boundaries with regard to interactions with others, especially children and adolescents.
- I will model healthy and positive behaviors with children, adolescents and other adults.
- I have a responsibility in all relationships to witness the chastity appropriate to my vocation in life whether celibate, married or single.
- I agree to adhere to civil and ecclesial law, policy and procedure for reporting abuse, suspected abuse, or neglect.
- I am aware of and will comply with all applicable parish, organizational and/or Diocesan *Policies*, including sexual misconduct, harassment, safety, transportation and medical emergency *Policies*.

This *Code of Conduct* is grounded in our Christian values. It lists behaviors that we expect from every Diocesan Church personnel. While it may seem expansive, it is not exhaustive (by way of example, providing false statements or information to attain positions). Church personnel are expected to use sound judgment and seek advice through their leadership personnel regarding situations not covered in this *Code of Conduct*.

By signing this *Code of Conduct*, I am demonstrating my agreement to follow all the guidelines listed in this document. I understand that any violations of this *Code of Conduct* may result in reprimand or termination from my volunteerism and/or employment position with the Diocese.

Printed Name: _____

Signature: _____

Role: _____

Date: _____

Last Revised: May 1, 2018