

Board Policy -- Habitat of Greenville County

POLICY TYPE: EXECUTIVE LIMITATIONS

POLICY 2.3

POLICY TITLE: TREATMENT OF STAFF

With respect to the treatment of staff, paid and/or volunteer, the President and CEO may not cause or allow conditions, which are unfair, unsafe, disrespectful, disorganized, unclear, or discriminatory.

Accordingly, she or he shall not:

1. Discriminate in contracting for or using any labor, paid or unpaid, in a way that violates federal anti-discrimination requirements.
2. Discriminate or retaliate against any staff member or volunteer for expressing an ethical dissent or grievance through appropriate channels.
3. Allow working conditions that fail to meet OSHA standards for safety in construction.
4. With relationship to paid staff:
 - A. Operate without written personnel policies which clarify personnel rules for paid staff, provide for effective handling of grievances, and protect against wrongful conditions, such as a hostile work environment, nepotism and grossly preferential treatment for personal reasons.
 - B. Prevent staff from grieving to the board when (A) internal grievance procedures have been exhausted and (B) the employee alleges that board policy has been violated to his or her detriment.
 - C. Fail to acquaint staff with the President and CEO's interpretation of their protections under this policy.
5. With relationship to Volunteers:
 - A. Operate work sites or utilizing volunteers in other settings without adequate preparation, organization and supervision.
 - B. Fail to have meaningful work for scheduled work days except for those conditions beyond his/her control.
 - C. Allow work without reasonable amenities—toilets, hydration, etc.

Date of Adoption 10/27/11 Affirmation of official board action adopting this policy:

Wendy Westwood
Board Secretary