

## **EQUAL OPPORTUNITY AND NON-DISCRIMINATION, HARASSMENT, AND RETALIATION POLICY**

Generally, anti-discrimination, harassment, and retaliation laws do not apply to volunteers. However, Family Advocates values inclusion, equity and the ability to meet the needs of all individuals involved in our organization, including employees, volunteers, beneficiaries (e.g., the children and their families served in the CASA Program and the Family Strengthening Education Program), and any other participant in Family Advocates' programs.

In accord with these values, Family Advocates provides equal opportunities to all volunteers and volunteer applicants without regard to race, color, religion, sex, national origin, age, ability, sexual orientation, gender identity or expression, genetics, veteran status, military obligations, marital status, or any other legally protected class. Family Advocates expressly prohibits and does not tolerate any form of unlawful discrimination, harassment, or retaliation under applicable federal, state, and local laws. This policy specifically applies to all terms and conditions applicable to volunteers, including recruiting, selection, training, case assignment, retention, leaves of absence, and separation.

All volunteers are expected to cooperate fully in implementing this policy. Volunteers should report incidents of discrimination, harassment, or retaliation as soon as possible after the occurrence. Reporting should be made to the volunteer's supervisor, the CASA Program Director, the Family Strengthening Education Program Director, the Family Advocates Executive Director, or if necessary to legal counsel for Family Advocates. If the volunteer's supervisor is the subject of the incident, the volunteer should report the incident to one of the other listed persons.

Additionally, though the Americans with Disabilities Act (ADA) and the Americans with Disabilities Amendments Act (ADAA) does not ordinarily apply to volunteers, Family Advocates will provide reasonable accommodations to volunteers with a disability so that they can perform the essential functions of their volunteer responsibilities, unless: (a) doing so causes a direct threat to these individuals or others in the CASA Program or the Family Strengthening Education Program, and the threat cannot be eliminated by reasonable accommodation; or (b) the accommodation creates an undue hardship to Family Advocates. Volunteers should contact the CASA Program Director or the Family Strengthening Education Program Director with any questions or requests for accommodation.