

Windermere Union Church (WUC)

Member and Attendee Sexual Harassment Policy

1.1 Sexual Harassment

The WUC is committed to an environment in which all individuals are treated with respect and dignity. Each individual has the right to participate in WUC activities in an atmosphere that promotes equal opportunities and prohibits discriminatory practices, including sexual harassment. Sexual harassment, whether verbal, physical or environmental, in church sponsored settings, is unacceptable and will not be tolerated. This policy applies to all employees church members, and attendees whether related to conduct engaged in by church clergy, employees, volunteers, or someone not employed by the church (e.g., church members, attendees, outside vendors, consultants, or tenants, etc.)

- 1 Sexual Harassment constitutes discrimination and is illegal under federal, state and local laws. For purposes of this policy, sexual harassment is defined as unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature when (1) submission to such conduct is made either explicitly or implicitly a term or condition of an individual's participation in WUC activities. (2) submission to or rejection of such conduct by an individual is used as the basis for WUC participation decisions affecting such individual, or (3) such conduct has the purpose or effect of unreasonably interfering with an individual's participation or creating an intimidating, hostile, or offensive church environment.
- 2 Sexual Harassment may include a range of subtle and not so subtle behaviors. Depending on the circumstances, these behaviors may include, but are not limited to: unwanted sexual advances; subtle or overt pressure for sexual favors; sexual jokes, flirtations, innuendos, advances or propositions; verbal abuse of a sexual nature; graphic commentary about an individual's body, sexual prowess or sexual deficiencies; leering, whistling, touching, pinching, assault, coerced sexual acts, or suggestive, insulting, or obscene comments or gestures; display of sexually suggestive objects or pictures.
- 3 The WUC Minister has an affirmative duty to maintain a church environment free of sexual harassment. The WUC Minister shall make every effort to ensure that complaints of sexual harassment are resolved promptly and effectively. The complaint is to be reported to the WUC Moderator within three days of being reported to the WUC Minister. The WUC Moderator shall inform the Executive Committee or the Board as appropriate to the circumstances.
- 4 Any individual who believes that he or she has been the subject of sexual harassment should report the alleged act immediately to the WUC Minister. If the individual believes the WUC Minister is sexually harassing them, they should, instead, report the alleged act to the WUC Moderator. This person's name may be found in the WUC Directory or by contacting the Church Office.
- 5 The Procedures for Handling Complaints of Sexual Harassment found in the WUC Common

Personal Policies shall be followed as applicable. The procedures can be found in the Church Office and on the WUC website.

- 6 Confidentiality will be maintained to the extent practicable and appropriate under the circumstances to protect the privacy of persons involved. Complaints are to be handled swiftly. Within a week of being reported, the complainant will receive an update on the situation. Furthermore, the complainant is to receive a resolution to the complaint within three months.

1.2 Other Types of Harassment

It is the policy of the WUC to prohibit harassment based on such factors as religion, race, color, national origin, sex, age, sexual orientation, gender identity, disability, creed, or marital status by any person in any form. All charges or complaints should be addressed using the same procedures as those found under sexual harassment.

1.3 Training

The WUC Minister shall review this policy annually at the Annual Meeting. A copy of this shall be provided to each new church member and included in the annual church report available to all church members. A copy shall also be conspicuously posted so all attendees may be aware of it.

Additional resources- PowerPoint presentation: <https://www.insuranceboard.org/wp-content/uploads/2018/04/Preventing-Sexual-Harassment.pdf>