



NORTHWEST FOLKLIFE PARTICIPANTS' CODE OF CONDUCT

Thank you for participating in Northwest Folklife's programs. We believe everyone involved in our events including performers, volunteers, staff, and audience should experience our programs free from any harassment or threats. Please see the following code of conduct to help ensure that we maintain this safe space.

Verbal, Physical, Mental or Emotional Harassment

Northwest Folklife expects civil and respectful treatment of all individuals working for or at, volunteering for or at, performing for or at, participating in, and attending NWFL programs and events. Individuals participating in NWFL events should not harass or be harassed for any reason. The purpose of this policy is to ensure that the event is an inclusive, welcoming, and safe space that is free from threat and/or abuse – verbal, physical, mental or emotional. The conduct prohibited by this policy includes conduct in any form including but not limited to e-mail, voice mail, text messages, pictures, images, writings, words, gestures or actions. While it is not easy to define precisely what harassment is, it includes: slurs, epithets, threats, derogatory comments or visual depictions, unwelcome jokes and teasing.

Any NWFL participant who believes that this policy has been violated must report the situation immediately as per Reporting Instructions below in **Harassment Reporting**.

Sexual Harassment

Sexual harassment will not be tolerated. While it is not always easy to define precisely sexual harassment is, it may include: unwelcome sexual advances, requests for sexual favors, and/or verbal or physical conduct of a sexual nature including, but not limited to, sexually-related drawings, pictures, jokes, teasing, e-mails, text messages, uninvited touching or other sexually-related comments. The conduct prohibited by this policy includes conduct in any form including but not limited to e-mail, voice mail, text messages, pictures, images, writings, words or gestures.

Those who violate this policy may not be invited to participate in future Northwest Folklife events. There will be no adverse action taken against participants who report violations of this policy in good faith or participate in the investigation of such violations.

Any NWFL participant who believes that this policy has been violated must report the situation immediately as per Reporting Instructions below.

How to Report Harassment Complaints

Incidents or complaints of any type of harassment should be reported immediately to your stage manager or to the following staff member who has been designated to receive such complaints:

Managing Director, Reese Tanimura at (206) 684-7300 or reese@nwfolklife.org

Board Vice President, Karen Shaw at (206) 684-7300

If you are a performer or artist, please view our **Guidelines** to ensure Northwest Folklife's event are spaces welcome for all ages, backgrounds, and beliefs.

Thank you for ensuring a safe and welcoming experience for all!

I agree to follow Northwest Folklife's Participants' Code of Conduct.

Written Name: _____

Signature: _____

Parent or Guardian's name

(if individual is under 18) : _____

Parent or Guardian's signature: _____