



Choral Canada | Canada Choral

## CODE OF CONDUCT and ANTI-HARASSMENT POLICY

As a safeguard for all involved, the following statement applies to anything and everything relating to Choral Canada: All behaviours associated with any Choral Canada activities must align with Mutual Respect and Safety.

Choral Canada is committed to ensuring a workplace free of harassment, bullying, and discrimination. In pursuit of this, Choral Canada will not tolerate any harassment, bullying, or discrimination within our workplace. This includes any location, virtual or in-person, where Choral Canada activities are taking place. Choral Canada is further committed to investigating any complaints regarding workplace harassment, bullying, and/or discrimination.

Canada's Criminal Code specifically lays out matters such as violent acts, sexual assault, threats, and behaviours such as stalking. In the event of any of the above, Choral Canada will immediately contact the police.

### CONDUCT GUIDELINES

Choral Canada prescribes and encourages:

- Encouragement of others in their quest for improved artistry;
- Open communication;
- Civility towards others;
- Active listening;
- Healthy debate and exchange;
- Constructive criticism;
- Care and mindfulness towards others;
- Respect of others' physical person, needs and space;
- Respect of others' psychological well-being.

To enforce Mutual Respect and Safety, Choral Canada proscribes:

- Any behaviour, voluntary or involuntary, that could cause harm or prejudice to Choral Canada activities and/or participants;
- Harassment, discrimination and/or violence in any form whatsoever.

## APPLICATION OF THE CODE OF CONDUCT

The Conduct Guidelines apply equally and fairly to all and for all in regards to any person involved in Choral Canada activities, events or meetings.

This includes internal persons:

- Choral Canada Board Members
- Choral Canada Staff (permanent and contract)
- Choral Canada activity participants (including audiences)
- Choral Canada volunteers

And external persons:

- Season artists/guests
- Venue workers

Further to interpersonal Conduct Guidelines, all internal and external persons are expected to respect any and all personal property and venue facilities.

All non-urgent infractions to the Code must be addressed to Choral Canada's Executive Director or President of the Board of Directors.

Any situations involving immediate or imminent danger to anyone's safety or well-being should be addressed to emergency services first and to the above individuals second.

## DISPUTE RESOLUTION AND SUBMISSION OF GRIEVANCES

Choral Canada encourages, if and when possible, that disputes be resolved interpersonally between the involved parties.

If and when a dispute cannot be resolved by those involved, parties may seek mediation with Choral Canada's Executive Director. To be connected with the Executive Director after the event, request a means of contact by emailing: [info@choralcanada.org](mailto:info@choralcanada.org) or Choral Canada's President or President Elect (emails below).

If/when in doubt on whom to address or if the dispute or grievance involves Choral Canada's Executive Director or the President, parties may contact Choral Canada's President Elect by email at: [mornaedmundson@telus.net](mailto:mornaedmundson@telus.net).

If a dispute or grievance involves the Executive Director or the President Elect, parties may contact the Choral Canada's President at: [lfagnan@ualberta.ca](mailto:lfagnan@ualberta.ca).

All complaints involving allegations of harassment, discrimination, violence or other severe misconduct disputes or grievances will be shared with Choral Canada's Executive Director, President, and President Elect, while respecting confidentiality and avoiding potential conflicts of interest. E.g., a complaint of discrimination involving the Choral Canada President will *not* be automatically shared with the Choral Canada President who is named in the complaint.

## ENFORCEMENT AND SANCTIONS

Choral Canada is committed to treating and investigating incident reports in a timely, fair, thorough and confidential manner without fear of reprisal.

Choral Canada, in its sole discretion, may elect to conduct an internal or external investigation.

Choral Canada, in its sole discretion, may choose the applicable sanctions in accordance to provincial and federal regulations.

Investigation conclusions will be provided – if and when applicable and mindful of applicable confidentiality – in writing to complainants and/or respondents and/or witnesses.

NB: In certain provinces, evolving legal frameworks now include management and by-stander/witness responsibility and liability. Witnesses to infractions of moral and/or criminal nature (including but not limited to harassment, sexual harassment and discrimination) are expected to speak up through appropriate channels and without fear of retaliation or reprisal. Even in the absence of a formal complaint, managers made aware of wrongdoing can be obliged to conduct workplace investigations.

Adherence to the Code of Conduct will allow all parties involved to benefit from each other and Choral Canada. Infractions to the Code of Conduct may lead to sanctions including, but not limited to, immediate removal of offending parties from activities/events to loss of membership status.

## DEFINITIONS

The following definitions are intended as general references to prevent and eliminate negative Behaviours. Choral Canada is subject to Canadian federal and Ontario provincial laws according to applicable organizational, activity or event circumstances.

### *Harassment*

Any conduct or behaviour known or ought to be reasonably known towards another as unwelcome. Depending on the severity of the behaviour(s), this can include repeated and/or single occurrences.

### *Sexual Harassment*

Any conduct or behaviour involving a sexual or gender component known or ought to be reasonably known towards another as unwelcome. Depending on the severity of the behaviour(s), this can include repeated and/or single occurrences.

### *Discrimination*

Any behaviour or prejudice by an individual or group towards another individual or group that creates unfavourable or unequal treatment, particularly in regards - but not limited to - Human Rights protected ground(s).

### *Bullying*

Any behaviour aimed at disempowering another through force, coercion, abuse of power and/or threat.

### *Violence or abuse*

Any behaviour or act (verbal or physical) that can cause harm to another.

### *Impact vs intent*

In all cases: legal frameworks place more and more weight on the impact of the behaviour rather than the intent.

## HUMAN RIGHTS PROTECTED GROUNDS

### Ontario

(Ontario Human Rights Commission, <http://www.ohrc.on.ca/en/ontario-human-rights-code>)

- Age
- Ancestry
- Colour
- Race
- Citizenship
- Ethnic origin
- Place of origin
- Creed
- Disability
- Family status
- Marital status (including single status)
- Gender identity, gender expression
- Receipt of public assistance (in housing only)
- Record of offences (in employment only)
- Sex (including pregnancy and breastfeeding)
- Sexual orientation.