

## **PYE, DID & WYD**

### **Volunteer Code of Conduct**

#### **PYE, DID & WYD Volunteers will:**

- Behave in a way that promotes the mission of the Catholic Church
- Treat everyone with dignity and respect regardless of differences
- Put safety first in all situations
- Maintain a safe environment and report any potential danger to the appropriate people immediately, in accordance with organisational policies and procedures
- Work with a generosity of spirit and reflect this by treating all who he/she comes in contact with respect, fairness, courtesy and sensitivity
- Act with Integrity at all times
- Be accountable not only for his/her work but his/her actions, based on the concept of being a good citizen who sees his/her efforts as having greater meaning and value in respect of the common good
- Act lawfully and conduct themselves as a positive Christian role model at all times

#### **PYE, DID & WYD Volunteers will not:**

- Use offensive language in any situation
- Consume alcohol whilst working or allow alcohol to adversely affect his/her work performance or official conduct
- Conduct themselves in a manner that is not in harmony with the teachings and practices and interests of the Catholic Church
- Disregard a decision made by another volunteer member performing in their respective role with the authority defined by their role
- Dress inappropriately

### **Volunteers Protocol**

All PYE, DID & WYD Volunteers will adhere to the Volunteer Code of Conduct. In addition, if a volunteer is charged with a criminal offence, the volunteer will immediately inform the Program Manager or Parish Priest.

## Melbourne Stay Host Protocol

All DID08 Melbourne Stay Hosts will adhere to the Volunteer Code of Conduct. In addition, they will ensure that they maintain the Volunteer Code of Conduct in their homes whilst pilgrims are present.

## Protocol For Those Working with Young People

All PYE, DID & WYD Volunteers will adhere to the Volunteer Code of Conduct. In addition, they will:

- Actively discourage bullying and victimisation
- Value and manage effective two-way communication
- Listen to children and young people, take their concerns seriously and allow them to have a say in the decisions that affect them where possible
- Create an environment where all children and young people can feel safe at all times
- Manage disruptive, dangerous or inappropriate behaviour of a child or young person without using discipline that degrades or isolates a child or young person

### They will not:

- Engage in behaviour that may result in a child feeling embarrassed or humiliated, such as teasing or making a sexually suggestive comment or joke
- Do things of a personal nature that a child can do for him/herself, such as assistance with toileting or changing clothes, except in situations where a child's disability requires assistance
- Arrange to meet a child or young person outside PYE, DID, or WYD activities or programs
- Develop a relationship with a child or young person to the exclusion of other children and young people or give presents or treats to one particular child or young person
- Work alone with a child/ren except if required in an emergency situation
- Form a physically intimate relationship with a child or young person. Hold, kiss, cuddle or touch a child in an inappropriate, unnecessary or culturally insensitive way
- Appropriate and/or necessary touching should only be:
  - In response to the need of the child
  - With the child's permission
  - Avoid breasts, buttocks and groin
  - And be open and non-secretive
- Smoke in front of children or in areas frequented by children