

AAJA CODE OF CONDUCT

AAJA believes that our events should be open to all members and AAJA guests. We're committed to providing a friendly, safe and welcoming environment for all, regardless of race, national origin, gender, gender identity, sexual orientation, disability, ethnicity or religion.

This code of conduct outlines our expectations for attendees' behavior at AAJA national and local events as well as the consequences of unacceptable behavior. We expect all participants (speakers, attendees, staff and other guests) to abide by this code of conduct at all event venues and event-related social functions.

Expected Behavior

First and foremost, treat everyone with respect. Participate while acknowledging that everyone deserves respectful treatment, and that every participant has the right to enjoy their experience at AAJA without fear of harassment or discrimination.

- Be considerate, respectful and collaborative.
- Refrain from demeaning, discriminatory, or harassing behavior and speech.
- Immediately inform AAJA's executive director or the president in person, by phone or e-mail if you experience a distressful situation.
- Many AAJA events are shared with members of the public; please be respectful to all patrons of these locations.

Unacceptable Behavior

Unacceptable behavior includes, but is not limited to: intimidating, threatening, harassing, abusive, discriminatory, derogatory, demeaning or disorderly conduct, or possession, use, or distribution of any illegal substances. AAJA does not tolerate the use or abuse of illegal substances at any of the venues where AAJA events are held. Harassing conduct can take many forms and may include, but is not limited to, the following: slurs, offensive jokes, statements, gestures, photographs, drawings, cartoons or pictures, assault, impeding or blocking another's movement or otherwise physically interfering with activities, conducting unwanted audio or visual recordings, violating someone's "personal space," engaging in leering, stalking, staring, intimidating or threatening behavior, or making offensive communications such as in the form of emails, telephone calls, voicemails, text messages or social media.

Sexually harassing conduct in particular may include all of these prohibited actions, as well as other unwelcome conduct, such as requests for sexual favors, conversation containing sexual comments, physical contact, lewd or offensive behavior or language, and other unwelcome sexual advances. Sexually harassing conduct can be by a person of either the same or opposite sex.

AAJA reserves the right in its sole discretion to determine what constitutes unacceptable behavior.

Consequences of Unacceptable Behavior

Unacceptable behavior will not be tolerated whether by other attendees, media, speakers, or venue staff. Anyone asked to stop engaging in unacceptable behavior is expected to comply immediately.

If a participant engages in unacceptable behavior, AAJA may take any action we deem appropriate, up to and including immediate expulsion without warning from the event and without refund of any registration or other fees, and revocation of your membership in AAJA.

Local Events

This code of conduct applies to all participants at all AAJA events, including chapter events. Any concerns should be reported to the local chapter president and/or national staff or president. Please immediately notify security staff and/or AAJA executive director or president as soon as possible, in person, by phone or e-mail.

What to Do If You Witness or Are Subject to Unacceptable Behavior

Speak up! Harassment will not be tolerated at AAJA.

If you are subject to unacceptable behavior, notice that someone else is being subject to unacceptable behavior, or have any other concerns, please immediately notify security staff and/or AAJA executive director or president as soon as possible, in person, by phone or e-mail. Please also notify appropriate law enforcement if necessary.

AAJA will be available to help participants contact venue security or local law enforcement, to provide escorts, or to otherwise assist those experiencing unacceptable behavior to feel safe for the duration of the event.