



MRA Volunteer Code of Conduct

Participation as a volunteer in the activities of the MRA Parent Cultivation Team (PCT) (including all leadership roles) is subject to the observance of this Volunteer Code of Conduct.

MISSION STATEMENT

The MRA Parent Cultivation Team (PCT) helps build and strengthen relationships in the MRA community by promoting and encouraging deeper learning opportunities that uphold MRA's mission and core values. They provide volunteer opportunities through the implementation of fundraisers and by supporting the MRA staff and school events. They work with the Executive Director to ensure positive growth towards our MRA community's goals.

RELATIONSHIP WITH OUR SCHOOL

Our MRA Parent Cultivation Team (PCT) partners with our school's staff and administrators to achieve PCT goals. When MRA volunteers are present at school, they are guests of the school and will follow school policies and procedures, including MRA's volunteer screening process. MRA volunteers must work cooperatively and under the direction of staff and administrators, particularly when in the presence of students.

BEHAVIOR: Sustaining a Culture of Integrity

PCT is an all-volunteer organization. All MRA PCT board members, coordinators and volunteers will conduct themselves in a professional manner in person as well as on social media outlets. Volunteers agree to the following guidelines:

1. Use good judgment.
2. Be accountable for their actions.
3. Conduct business with integrity.
4. Act with empathy.

Ethical behavior is modeled by leadership and demonstrated by example. We earn credibility with our community by keeping our commitments, pursuing MRA's goals and honoring our core values of integrity, respect, collaboration, inclusivity, accountability, and commitment. A volunteer can demonstrate these values by following a few simple rules:

1. A volunteer will act in a professional and civil manner in their relationships with students, staff, administrators, and other volunteers.
2. A volunteer will remember that they are a helper in the school and will work cooperatively and under the direction of those in leadership.
3. A volunteer will remember that students, staff, and other volunteers are relying on their follow through with their commitment to an activity.
4. A volunteer will follow the processes and procedures in the MRA Parent and PCT handbooks and will consult with their respective Coordinator in planning and managing their activity.

5. A volunteer must contact their Event Coordinator or PCT Board Member directing the activity if they are unclear about roles, expectations and/or when help is needed.
6. A volunteer will maintain confidentiality with respect to students, staff, administrators, peers, and the school.
7. All volunteers will respectfully listen to all ideas and be open and accepting to those perspectives.

ETHICAL CONCERNS AND CONFLICT RESOLUTION

All MRA PCT members and volunteers should feel comfortable to share their opinion, particularly with respect to ethical concerns and conflicts. If you feel a person or an activity you are involved with is not honoring this code, it is important for you to address your grievances with the other party, or with the appropriate PCT Board Member or Administrator.

MRA will not tolerate harassment, physical threats, public slander, or disrespectful behavior, in any form. If the MRA PCT Board recognizes a problem emerging, we will follow the process outlined in our MRA Concern and Complaint Procedures of the MRA Parent Handbook.

If any inappropriate behavior or incident violates MRA's School Code of Conduct policy, you must immediately report it to MRA's Executive Director.

If any inappropriate behavior or incident occurs at a MRA Parent Group sponsored event, you must immediately report it to MRA's Executive Director.

By signing below, I agree to follow and uphold the code of conduct agreements and expectations.

Print Name: _____

Signature: _____ Date: _____