



CODE OF CONDUCT

02-26-2022

1. **Policy Inclusions.** This ministry's code of conduct is rooted in its sincerely held religious beliefs and is consistent with the following:
 - a. The Ten Commandments (Ex. 20:2-17)
 - b. The Great Commandments as stated by Jesus Christ (Matt. 22:37-40)
 - c. Living Waters Bible Camp Doctrinal Belief Statement

2. **Ministry Community.** All persons connected with this ministry community who have an approved application (employees, volunteers, board members, etc.) shall hereinafter be referred to as ministry community members. All other persons will be considered campers.

Note: Campers are not bound to this code of conduct, however, they will not be allowed to promote and/or practice anything in contradiction to this code of conduct when at Camp or in a Camp program.

3. **Personal Conduct.** The ministry community members should conduct their personal affairs in a way that honors God and doesn't provide undue opportunity for unfavorable reflections upon the Christian beliefs and mission of the ministry, either expressed or implied. The Holy Spirit, along with the use of common sense, good ethical standards, and discretion will guide all who are called into community with the ministry to proper conduct. While our primary responsibility is to the ministry of Camp, this Code of Conduct applies while at camp or away from camp (including media, social media, or any other platform).
4. **Disciplinary Process.** Failure to maintain the standards specified in this code of conduct is subject to discipline, up to and including removal from the ministry community. It is expected that all members of our ministry community will strive to conduct themselves in a manner consistent with biblical standards, values, and character.

In the event that the Executive Director becomes aware of a ministry community member's failure to maintain this code of conduct, he will start a disciplinary process following the model of Matthew 18:

- a. The Executive Director will point the fault to the individual in private. The goal is for the individual to understand, learn, seek the Lord, and ultimately repent from his/her sin.

- b. If the individual does not correct his/her behavior, the Executive Director will take 2 or 3 witnesses, preferably board members or full-time staff, and address the individual in private. Again, the goal is for the individual to understand, learn, seek the Lord, and ultimately repent from his/her sin.
- c. If the individual still does not correct his/her behavior, the Executive Director will enforce additional discipline up to and including removal from the ministry community. Announcements will be made to the board and/or Full-Time staff in addition to the appropriate people on a need-to-know basis.

Violation of ministry rules and policies may result in a verbal warning, a written warning, immediate removal from camp property, and/or removal from the ministry community. Note: In extreme circumstances, the Matthew 18 model may apply after the disciplinary action has occurred. Note: disciplinary action for any code of conduct violations by the Executive Director or a board member will be administered by the board of directors.

- 5. Rules of Conduct.** Ministry community members are expected to become familiar with and abide by the standards outlined in this policy. The purpose of these rules is to maintain a community environment that protects the safety and dignity of each community member and enhances the smooth operation of the organization without placing unreasonable restrictions on anyone's Christian liberty.
- a. Ministry community members are expected to model appropriate conduct and interpersonal relationships that demonstrate a growing Christ-likeness which is manifested in a lifestyle which serves and gives itself to reconciliation.
 - b. Ministry community members are expected to model appropriate language on and off-campus and model speech that demonstrates a growing Christ-likeness.
 - c. Ministry community members are expected to maintain appropriate attitudes of concern for others.
 - d. Ministry community members are expected to operate within their respective roles. Problems concerning ministry community members' roles, relationships, and professional conduct should first be handled directly with the person involved. If a satisfactory resolution cannot be concluded, the matter should move up the relevant chain of responsibility. Specifically, ministry community members should respect the integrity and confidences of other community members and those outside of our community attending any of our ministry's functions.
 - e. Ministry community members are expected to seek faithful Church fellowship, be in good standing of a local Church, and not under Church discipline.

In summary, Christian ethics demand that ministry community members act in love, integrity, confidentiality, and alignment with the mission/purpose of this ministry.

- 6. Inappropriate Conduct.** Set forth below are some examples of misconduct subject to disciplinary action, however, this list is not exhaustive, and examples are not listed in order of seriousness.
- a. Falsification of records or information.
 - b. Engaging in an inappropriate activity which a ministry community member knows, or has reason to know, will adversely affect the mission of the ministry.
 - c. Deliberate damage or destruction of any ministry property or the property of any ministry community member.

- d. Engaging in criminal conduct based on Biblical principles.
- e. Insubordination, including but not limited to, failure or refusal to follow the instructions (reasonable, moral, and/or biblical) of a supervisor, teacher, or other ministry leader.
- f. Flagrant use of abusive language
- g. Failure to notify a supervisor when unable to report to work.
- h. Wearing unprofessional or inappropriate clothing for the setting.
- i. Violation of any safety, health, security, or ministry policies, rules, or procedures.
- j. Committing a fraudulent financial act or a breach of trust.
- k. Unlawful harassment including harassment of a sexual nature (with the understanding that this ministry reserves the right to operate according to its sincerely held religious beliefs about biblical marriage and sexuality and therefore does not define “harassment” as including any enforcement of, or adherence to, its biblical principles and expectations in the areas of marriage, sexuality, dress, and discipline).
- l. Engaging in, teaching, supporting, or promoting any sexual acts and/or relationships outside the confines of biblical marriage between one man and one woman.
- m. Rejection of one’s sex assigned by God at conception (including dressing in such a way as to willfully reject one’s biological sex).
- n. Denigrating or elevating any ethnic characteristic such as but not limited to: skin tone, physical appearance, place of birth, social status.
- o. Teaching, supporting, or promoting anything that is contrary to the Statement of Faith within the Doctrinal Belief Statement.
- p. Engaging in, teaching, supporting, or promoting anything that is contrary to the Teaching Distinctives within the Doctrinal Belief Statement while at camp.

If a ministry community member has any doubt about whether certain conduct will constitute behavior that suggests a willful violation of the religious beliefs and practices of the ministry, the community member should ask the Executive Director.

Ministry community members should remember that they are Ambassadors for Christ and representatives of Living Waters Bible Camp whether on site or offsite. Discipline may result for violation of this Code of Conduct, whether the violation occurs on Living Waters Bible Camp property or not.

By signing below, the ministry community member acknowledges they have **read, understood, and agree to abide** by this Code of Conduct and that this ministry reserves the right for disciplinary action (up to and including removal from the community) for any action(s) in violation of this Code of Conduct.

Ministry community members signature

Date