

CODE OF CONDUCT

The *Code of Conduct* is part of Young Life Australia's (YLA) commitment to safe emotional and physical environments. It is expected that volunteers and employees (hereafter referred to as leaders) act in a caring and compassionate way towards each other and those that YLA serves, particularly those that are most vulnerable. The *Code of Conduct* outlines the standard of behaviour that is expected of all leaders at YLA.

A CARING COMMUNITY

YLA leaders follow one simple golden rule *"Do to others whatever you would like them to do to you. This is the essence of all that is taught in the law and the prophets."* ~ Matthew 7:12 (NLT). We have a responsibility to look after each other and treat people with respect, care and love. Leaders are in a position of trust and power, and misuse of this authority is unacceptable.

YLA leaders, while engaged in service with YLA:

1 DISCIPLESHIP

- Leaders will demonstrate a personal commitment to growing in faith and character, seeking to follow the example and teachings of Jesus.
- Leaders who are not yet following Jesus are asked to actively support and uphold the Christian mission, values, and ministry practices of Young Life Australia.

2 BEHAVIOUR

- Will act in the best interests of those we serve.
- Will not engage in any emotional, physical or sexually abusive behaviours, including domestic and family violence.
- Will not use offensive language including swear words, sexual connotations or racial or religious slurs.
- Will exercise personal responsibility and accountability if consuming alcohol. Drunkenness is never acceptable.
- Will not use any illegal substances.
- Will use caution when initiating or receiving physical contact with those we serve, including gestures of comfort which may be unwanted or misinterpreted.
- Will act with sexual integrity, including engaging in sexual relations only in the context of biblical marriage.
- Will report concerns of abuse according to the

YLA Reporting Procedure.

- Will communicate with respect and honesty including professional use of electronic communication as per YLA policy.
- Will not take any property belonging to others including intellectual property (copyright).
- Will not behave in any other way that may bring the good standing of YLA in the community into disrepute.

3 FINANCIAL MATTERS

Leaders will have integrity in their financial dealings. Leaders must not seek or accept personal financial gain from their involvement in YLA. This does not apply to the usual wages or salary paid under an employment contract.

4 CONFIDENTIALITY

From time-to-time, vulnerable people may share sensitive information. Confidential information must be handled with care as per the [YLA Privacy Policy](#), so that trust is maintained. With permission, people may be referred to your YL supervisor for specific help. Disclosures relating to situations of abuse or where there are safety concerns for the person or others, should always be reported according to the [YLA Reporting Procedure](#).

5 COMMITMENT TO THE YLA TEAM

Leaders will embrace the vision, values, mission, and policies of YLA. YLA leaders are accountable to each other and will encourage each other to abide by the *Code of Conduct*.

IMPLEMENTATION OF THIS CODE

Any breach of this code involving a criminal offence may lead to a report being made to the relevant authorities. Any breaches relating to harm, or risk of harm of a child, young person or other vulnerable person will be dealt with under the [YLA Misconduct Investigation Procedure](#). Any other breach will be considered in the best interests of the leader, those we serve, and the good standing of YLA.

LEADER DECLARATION

Thank you for your desire to serve with Young Life Australia (YLA). This declaration is part of YLA's commitment to ensuring we care for all people and fulfil our insurance, health and safety obligations and other legal requirements.

PERSONAL DETAILS

Surname: First and Middle names:
 Any former names: ☐ Male ☐ Female Date of birth
 Email:
 Address:
 Mobile phone: Home phone:
 YL Area: Church currently attending:

WORKING WITH CHILDREN CHECK

My state-based working with children check (or similar) details, where required are as follows:

State of Issue: Reference Number: Expiry date:

CONSENT TO HOLD INFORMATION

I consent to the information contained in this application including the subsequent pages to be kept by YLA. I understand this information will be kept in accordance with the [YLA Privacy Policy](#).

REFeree CHECK

Please nominate a character reference. Name:
 Relationship: Contact Number:
 Please nominate a character reference. Name:
 Relationship: Contact Number:

DECLARATION

- I understand that YLA operates in an environment of numerous legal and ethical restrictions, and I fully cooperate with YLA abiding by these. I assure YLA, in considering me for a leadership role that:
 - I have no health impediment that will put me or any other person at risk in the fulfilment of my designated role.
 - Other than those matters disclosed by me to YLA (noted above) at the time of making this declaration, I know of no past behaviour that renders me unfit to serve as a leader or which detracts from the obligation of YLA to operate as a place of safety to a minor or any other person. Such past behaviour may include being the subject of an allegation of sexual abuse (whether convicted or not), including any type of molestation, indecent exposure, sexual harassment, or intimidation.
 - I understand that if I am unclear as to any of the statements in this document, I will seek clarification from a team leader/supervisor before signing.
- I have provided this information, and any documents accompanying it in good faith and declare they are true and correct to the best of my knowledge.
- I understand that any material misstatement in or omission from this questionnaire may render me unfit to hold a particular role in YLA.
- I have read and understand the *YLA Code of Conduct* and I agree to uphold it.
- I understand that in considering my services, YLA may consider additional policies and guidelines not outlined here.
- I will respect the decision of YLA as to where and whether my services are required.
- I understand that someone will be available to me to discuss my service.

Leader Signature: Date:

(If under the age of 18, please have the form co-signed by your parent/guardian)

Parent/Guardian Name: Signature:

Endorsement of YLA leadership for this person to serve with Young Life Australia:

Signature: Date: