

**Ann Arbor Civic Theatre
Member Rights and Responsibilities Policy on Discrimination,
Discriminatory Harassment and Sexual Harassment**

The Ann Arbor Civic Theatre (A2CT) is a diverse community of members, staff and volunteers whose mission is to provide opportunities for all members of the community to participate in theatre.

For A2CT's mission to be accomplished, participation in theater productions and individual growth and talent development must occur in an environment that is free of discrimination, discriminatory harassment, and sexual harassment.

This policy describes A2CT member rights, member responsibilities including behaviors which are inconsistent with the mission and values of the A2CT; it outlines procedures to respond to such behaviors; and it suggests possible sanctions which are intended to safeguard A2CT members.

MEMBER RIGHTS

A2CT members have the same rights and protections under the constitution of the United States and the State of Michigan as other citizens. These rights include freedom of expression, press, religion, and assembly. Members have the right to be treated fairly and respectfully regardless of age, color, creed, disability, marital status, national origin or ancestry, race, religion, sex (including gender identity and gender expression), sexual orientation, or veteran status.

It is A2CT's policy that employees, members, and volunteers be free from any form of discrimination, discriminatory harassment, and sexual harassment by members, employees or other persons whom members or employees may come in contact with in the course of their participation in A2CT's productions, volunteer activities, or employment.

Freedom from Discrimination and Discriminatory Harassment

Discrimination against individuals on the basis of any protected category is antithetical to the values of A2CT and is prohibited by law. Harassment of individuals because of any of these innate characteristics will not be tolerated. Discriminatory harassment is defined as verbal or physical conduct based upon race, color, creed, religion, national origin, gender, sexual orientation, familial status, height, weight, ancestry, age, marital status, disability, or veteran status that :

- adversely affects a term or condition of an individual's employment or participation in an A2CT activity;
- is used as a basis for or a factor in any decision affecting the individual's employment or participation in an A2CT activity;
- has the purpose or effect of unreasonably interfering with an individual's employment or participation in an A2CT activity; or

- has the purpose or effect of creating an intimidating, hostile, offensive or abusive environment for that individual's employment or participation in an A2CT activity.

Freedom from Sexual Harassment

A2CT is committed to maintaining an environment for participation in theater that is free of sexual harassment. Sexual harassment is antithetical both to the values of the A2CT and the need for a work environment that is free from sexual harassment or coercion. Sexual harassment in any form is a violation of A2CT policy and will not be tolerated.

Sexual harassment is defined as including unwelcome sexual advances, requests for sexual favors and other verbal or physical conduct of a sexual nature, whether or not it is directly linked to the granting or denial of an economic or other consideration (such as casting), where such conduct has the purpose or effect of unreasonably interfering with an individual's performance as a worker or volunteer or creating an intimidating, hostile or offensive environment. Sexual harassment includes both conduct that is known to be unwelcome as well as conduct that would reasonably be expected to be unwelcome.

Freedom from Retaliation

A2CT prohibits any form of retaliation against any employee or member for filing a bona fide complaint under this policy or for assisting with the investigation.

MEMBER RESPONSIBILITIES

Membership in Ann Arbor Civic Theatre is a privilege and A2CT's Board of Directors has recommended amendments to its Bylaws, that would provide membership may be revoked or denied if the Board determines in good faith that a violation of this policy has occurred. Until the membership approves such amendments, the Board may take other actions as the Board sees fit to address a violation of this policy by a member who is not an employee. Employment may be terminated or conditioned for violations of this policy.

In order to permit A2CT to take appropriate action to enforce this policy, complaints of harassment should be brought to the attention of A2CT's Executive Director, Managing Director or Program Director, or to the attention of any member of its Board of Directors. Once made aware of a complaint, A2CT is committed to commence a prompt, thorough investigation of the allegations to be conducted at the direction of its Board of Directors. All complaints will be treated confidentially to the extent consistent with conducting an adequate investigation and taking appropriate corrective action. The subject of a complaint will be provided with sufficient information in order to be able to respond to the complaint. If after the completion of the investigation, the Board of Directors or a Board of Directors committee determines that an individual has engaged in behavior that violates this policy, appropriate disciplinary action, will be taken. This action may include:

- **Formal Reprimand:** A formal notice that the Policy has been violated and that future violations will be dealt with more severely.
- **Removal** from a current production.
- **Disclosure** of the Board's findings to staff and others, such as directors making casting and production crew decisions.

- **Suspension** of A2CT membership for a specified period of time (once appropriate Bylaw amendments are approved by the membership).
- **Termination** of membership (once appropriate Bylaw amendments are approved by the membership).

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