



United Against Human Trafficking

Speaker's Bureau Code of Conduct

UAHT (United Against Human Trafficking) exists to prevent and confront modern-day slavery by educating the public, training professionals, and empowering the community to act for the purpose of identifying, facilitating exit, and restoring trafficking victims to freedom. Our coalition consists of local non-profits, faith-based organizations, and government agencies/entities.

The goal of the Speaker's Bureau Volunteer Program is to involve volunteers in a tangible and interactive manner to further our outreach and awareness in the community. We envision dedicated individuals taking responsibility for the role they play in eradicating modern-day slavery in their own communities.

As a UAHT Speaker's Bureau volunteer, I am committed to:

Personal Responsibility

- I will be dependable, recognizing the commitment and responsibility to my volunteer assignment(s).
 - In this I will commit to doing a minimum of 3-5 presentations per year.
 - I will complete and turn in all necessary paperwork in a timely manner (within 2 weeks of participating in an assigned event) that is required for grant purposes, including but not limited to: event forms, sign-in sheets, timesheets, and mileage reports.
- I will accept any feedback from staff to do the best job possible on behalf of UAHT.
- I will address any ethical concerns by speaking directly with the colleague/responder with whom I have the concern, and when necessary, report such to the Education Coordinator.

Confidentiality

- I will respect all confidential information. Volunteers are responsible for maintaining the confidentiality of all proprietary information or intellectual property to which they are given while serving as a volunteer for UAHT.
- I will respect and use all equipment appropriately and as required for my assignment. I will not use materials such as PowerPoints and other resources of UAHT for my own use or the use of another organization or individual without consent.
- I will not conduct any presentations outside of UAHT unless approved first by the UAHT staff (this is for accountability purposes for government grants.)

Respect

- I will wear the required identification and clothing. All items of clothing must be suitable for the work environment and not contain offensive or objectionable material (slogan or graphics).

- I will avoid profane and abusive language and disruptive behavior that is dangerous to self and others.
- I will respect and use all equipment appropriately and as required for my assignment. I will not use materials such as PowerPoints and other materials for my own use.
- I will be attentive to my audience and the sensitivity of the subject. I will treat all individuals with a sense of dignity, respect, and worth. I will make a personal commitment to be nonjudgmental about cultural differences, living conditions, and the lifestyle of each person with whom I work.
- UAHT is not a faith-based organization. Therefore, religion will not play a role in my presentation, and I will leave my own faith perspective out of presenting, remaining sensitive to my audience and respecting the work of UAHT.
- I am aware that I may be asked questions that are uncomfortable or not in accordance with the values of UAHT or my own values. I will be polite in my response and state what is factual and what evidence I must support concerning that issue. *Most of this will occur with the status of undocumented immigrants and prostitution.*
- I will avoid making political arguments about illegal immigration, but instead inform people about the effect human trafficking has on humanity.
- I am aware that I may be asked questions that I am unable to answer. In this case, if I do not know the answer, I will refer them to the UAHT website, email address: sbreuer@uaht.org, or to call the office at 713-874-0290 to speak with staff.

Safety

- I will avoid conflict of interest situations and refrain from actions that may be perceived as such.
- If a conflicting situation occurs, it is my responsibility to reveal to UAHT the situation or conflict as soon as possible.

**I have read the code of conduct and I recognize that I have a responsibility to adhere to the rules and procedures of United Against Human Trafficking. Failure to do so or failure to satisfactorily perform my volunteer assignment may cause me to be subject to dismissal.*

Volunteer (Print name) _____
Date

Volunteer Signature _____
Date

Staff Signature _____
Date