

NAWJ Civility Policy

NAWJ Members shall act with civility and professionalism at all time, treating all others with dignity and respect, and exhibiting compassionate and courteous behavior at all times. Members shall refrain from making statements or arguments toward another NAWJ member that are demeaning, discriminatory, disparaging, insulting, threatening, or otherwise unprofessionally and personally targeting. Members shall each be personally responsible for their words and actions, and be personally responsible to speak against uncivil, unprofessional, or disrespectful speech and conduct.

NAWJ requires its Members to abide by its Mission and its Diversity and Inclusion Policy.

The NAWJ prohibits verbal, sexual or physical harassment of any kind that disrupts another person's duties or job performance or that creates an intimidating, offensive, abusive or hostile environment. It is of particular importance that every individual working on NAWJ business – whether an employee, member, or contractor – lead by example by adhering to the highest ethical and legal standards and by demonstrating integrity, professionalism and respect for others and the law in all their actions.

The NAWJ prohibits bullying or intimidation in connection with or related to the conduct of any NAWJ business, wherever it may occur. Bullying is an ongoing and deliberate misuse of power in relationships through repeated verbal, physical and/or social behavior that intends to cause physical, social and/or psychological harm. Bullying can happen in person or online, via email, text, or various digital platforms and devices and it can be obvious (overt) or hidden (covert).

Intimidation is any behavior or pattern of behavior which frightens or is reasonably calculated to frighten another into submission, silence, compliance, or acquiescence with respect to behaviors or actions that are inappropriate, unlawful or violative of policy or procedure or which unreasonably disrupt or create a hostile work environment. Board members and Committee chairs have a heightened obligation to ensure their treatment of and interaction with their colleagues, including other Members, are appropriate and respectful, and that intimidation is not used to make others do something they should not or cannot do.

Complaints of violations of the Civility Policy should be submitted to the NAWJ President and Executive Committee. The Executive Committee will determine the appropriate sanction for violations of the Policy. Failure to comply with the NAWJ Civility Policy may result in a reprimand, suspension or termination of membership in a committee or the organization.