

Arizona Boys State

Code of Conduct Guidelines

Staff and Counselors

The American Boys State (AZBS) has established rules of behavior for all staff, guests and counselors. AZBS has crafted these in a manner that reflects the staff understanding them and intends to abide by them. These rules should be reviewed carefully each year prior to the onset of Boys State. The following rules are to be adhered to and the consequences of a violation, which might include immediate separation and a denial of future involvement in the program.

General Content of the Rules/Policies

The content of the Code of Conduct behavior rules or policies reflect the AZBS culture and values, and include: counselors and staff members' general attitude (cooperative spirit and demonstration of loyalty to the values of the program); relationships with others (avoiding exclusive or inappropriately intimate relationships, avoiding conduct which demeans or embarrasses another, preserving the privacy of others); appearance (dress, piercings); language; prohibition of drugs, alcohol and smoking; avoidance of sensitive issues (sexual, political, other); and abusive and intentionally wrongful, certainly criminal, conduct.

Behavior Guidelines

- Counselors shall be responsible for their words and actions.
- Counselors shall be respectful of others.
- Counselors shall follow directions from HQ staff members.
- Counselors shall be available to citizens at all times to answer questions and address concerns
- Counselors shall be focused on the advancement of the citizen education for the program
- Counselors shall maintain a positive attitude with the hosting facility staff. All conflicts with hosting facility will be referred to AZBS HQ staff.
- Counselors will have minimal contact with hosting facility staff. All necessary contact should be to further the AZBS program.
- If an issue arises with other camps at the hosting facility concerns should be referred to their camp counselors or HQ staff.
- When leaving the hosting facility, counselors shall notify the AZBS HQ. This should include an estimated time to return, destination and the name of the counselor whom will be covering your duties.

Prohibited Behaviors

- Endangering the health and safety of themselves, other counselors, citizens, and/or staff or volunteers.
- Fraternizing with hosting facility staff.
- Stealing, damaging, or failing to care for University or personal property.
- Continual disruption of the program.
- Refusal to follow the behavior guidelines.
- Inappropriate physical contact.
- Using profanity or inappropriate language or displaying clothing or other personal items with offensive content.
- Bullying or acts of aggression or violence.
- Do not engage with other camp students unless the action is required to protect the person(s) from physical harm.
- Possession or use of illegal substances, mind-altering substances or alcohol.
- Possession of weapons - any object that may cause harm to another, or place another person in fear of his/her safety, may be considered a weapon. This does not apply to Law Enforcement officers or retired officers with legal authority to carry.
- Inert, demonstration weapons or such as appear as weapons are subject to any separate special permit requested and issued by the facility authorities in written form and kept with item the Arizona Boys State Program.

Steps taken for failure to follow these behavior guidelines

- Staff will remind the Counselor verbally or in writing of the AZBS behavior guidelines.
- If the counselor continues his/her actions, he/she will be removed from the program.
- If the actions of the counselor are found to be egregious in nature he/she will be immediately removed from the program and hosting facility.
- If the actions of the counselor are found to be in violation of state, county or local laws the proper authorities will be contacted.

I the undersigned, agree to the AZBS Code of Conduct Guidelines. I understand that failure to comply with these rules could result in the termination of counseling position.

Applicant's Signature _____ Date ____/____/____