

Society of Beer Advocates Code of Conduct

PURPOSE

The purpose of this policy is to set out a code of conduct for all elected officials, regional coordinators, event organisers, and others who work or volunteer their time representing the Society of Beer Advocates (SOBA).

OBJECTIVES

The objectives of this policy are to:

- prescribe the standards of behaviour expected of those representing SOBA
- set clear expectations for all those who work or volunteer their time for SOBA
- support SOBA to maintain itself as a professional organisation
- support the vision and mission of SOBA.

APPLICABILITY

This policy applies to any person who works or volunteers for SOBA including (but not exclusive to) elected Committee members, Regional Coordinators, the Editor of the Pursuit of Hoppiness, organisers and volunteers who support SOBA's festivals and events (such as the National Homebrew Competition, City of Ales, Winter Ale, and others).

BACKGROUND

SOBA relies on the goodwill of a range of individuals to achieve its vision and mission. In order to achieve its vision and mission it must be a professional and credible organisation. All elected officials and others who work or volunteer their time for SOBA must understand this and act in a way that supports SOBA's success. They must not bring the organisation into disrepute. This policy prescribes the standard of behaviour expected to ensure this does not occur.

POLICY STATEMENT

All elected Committee members, Regional Coordinators or others who work or volunteer for SOBA must act with professionalism, integrity and honesty at all times. SOBA is dedicated to providing a harassment-free experience for everyone, regardless of gender, gender identity and expression, sexual orientation, disability, physical appearance, body size, race, or religion. We do not tolerate harassment or discrimination in any form. Representatives of SOBA must:

- represent SOBA and its vision in all public engagements
- work actively and honestly for SOBA, not shirking responsibilities or failing deadlines
- show respect to other members, people and organisations who support SOBA
- maintain a high standard of conduct when representing SOBA
- act consistently with all SOBA policies and, in particular, comply with the SOBA:
 - Privacy Policy
 - Communications Policy
- ensure all SOBA funding and resources are managed appropriately
- act lawfully at all times and ensure all other SOBA representative also do so
- treat all SOBA information with care and use it only for proper purposes
- ensure the safety and wellbeing of themselves and others at SOBA events
- treat all members equally, unaffected by personal beliefs
- work effectively with all others who support SOBA and treat them well
- note, discuss and manage any conflict of interests
- note and ensure SOBA Committee consent to the acceptance of any gifts.

They must not:

- misrepresent SOBA, its vision or mission privately or publicly
- mislead other members or people or organisations who support SOBA
- fail to comply with any SOBA policies
- misuse SOBA funds for any reason whatsoever

- fail to provide a safe environment for those attending SOBA events
- abuse or denigrate any person or organisation
- make offensive or unwanted comments on the basis of gender, gender identity and expression, sexual orientation, disability, mental illness, physical appearance, body size, race, or religion
- get unacceptably intoxicated while representing SOBA in any capacity (see below for the definition of unacceptable intoxication)
- use their association with SOBA to benefit personal circumstances without approval. In the event a conflict of interest exists or could be perceived, representatives must disclose the conflict to the SOBA executive committee, who will decide on a course of action.

Any misrepresentation of SOBA, failure to comply with SOBA policies or misuse of SOBA funds will result in instant dismissal from any SOBA role without any right of recourse or response except that provided for by law. Where any failure to comply with this code also breaches New Zealand law, such as the Crimes Act 1961 or the Privacy Act 1993, SOBA reserves the right to seek New Zealand Police or other official intervention.

Any inappropriate behaviour such as rudeness or aggression, discrimination, or unwanted/offensive comments on the basis of gender, gender identity and expression, sexual orientation, disability, mental illness, physical appearance, body size, race, or religion will also lead to instant dismissal from any SOBA roles. Such behaviours are not acceptable to the organisation and will not be tolerated for any reason. If members or attendees at SOBA events witness or experience such behaviour, they may report it to members of the SOBA executive or event-specific designees.

SOBA does not support binge drinking or drunkenness. Unacceptable intoxication while representing SOBA is also a breach of this Code of Conduct. This should not prevent any person working or volunteering for SOBA from enjoying a beer in a social environment. A useful question to determine the level of intoxication acceptable is to ask “could I appear in the news media as a negative example of New Zealand’s binge drinking culture?” If the answer is yes, then you may be unacceptably intoxicated.

DEFINITIONS

Unacceptably intoxicated is where you may be doing one or more of the following as a direct result of drinking alcohol.

- slurring words
- inadvertently spitting or dribbling
- shouting, heckling or yelling where it is inappropriate to do so
- staggering or falling over
- vomiting
- passing out
- giving unwanted verbal or physical attention to any person

APPROVAL DETAILS AND VERSION CONTROL

Version	Date	Approved by
1.0	21/7/2015	SOBA Committee