

Community Agreement (Terms + Conditions)

This Community Agreement (“CA”) is valid for and binding on all members within the Employ to Empower Entrepreneurship program, contractors, volunteers, staff and Board of Directors.

The purpose of this Agreement is to create a common narrative of communication, rules of respect, and behaviour within our shared spaces and conversations. The CA is a living document that is subject to modification and review.

All individuals affected by this Agreement are expected to familiarize and follow the rules listed below as a commitment to one another:

1. I acknowledge that we live, work, and play on the traditional ancestral and unceded territory of the Coast Salish peoples – the Sḵwxwú7mesh (Squamish), Stó:lō and Səlílwətaʔ/Selilwitulh (Tsleil-Waututh) and xʷməθkʷəy̅əm (Musqueam) Nations.
2. I agree to critique ideas, concepts, and frameworks, not people.
3. I acknowledge the importance of active listening and allowing others to finish expressing their thoughts.
4. I respect and accept that people show up in multiple different and unique ways.
5. I agree to speak in a calm and respectful manner with all members of Employ to Empower.
6. I will remain mindful about the use of technology during mentor meetings.
7. Escalation of team-related conflicts — It is highly recommended that affected individual(s) convene post conflict to discuss the issue with a desire to understand and remedy the issue. The meeting can be facilitated by the Executive Director.
8. If there is a difference of opinion or conflict between individuals in a group, I accept the responsibility to self-coordinate a meeting with the individual/group with the desire to create mutual understanding.
9. In respecting our time commitments to this project please give at least **72 hours** notice via phone to the Employ to Empower team if unable to attend any meeting, call, planned conversation or work period.
10. I will remain mindful and vigilant to reflect on when it is appropriate to be in a state of play and when it is appropriate to enter a space with seriousness and professionalism.
11. I accept responsibility for taking care of my health and wellness to perform my duties to the best of my ability.
12. In respecting the confidentiality of Employ to Empower and our team members, I will not disclose any private information unless given consent to do so.
13. I acknowledge that providing a “hand-up” and not a “hand-out” is the focus behind the Employ to Empower Entrepreneurship program.
14. I accept that the culture within Employ to Empower is “Collaboration over Competition”.
15. I agree that there will be a three strike policy before termination. The first strike will be communicated through a verbal in-person meeting and a written email. The second strike will be communicated over email and the third strike will be termination.
16. I agree that we will support and challenge each other with the intentions of helping each other succeed.