

Code of Conduct

Expected Behavior

- All Station residents, visitors, staff, students, faculty, and vendors are to be **treated with respect**, civility, dignity, consideration, and professionalism.
- **Be aware** and respectful of values, cultural norms, lifestyles, dress, personal identity, ability, limitations, and boundaries that may be different from your own.
- **Support and care** for one another in both work and play.
- **Others' property, work spaces, and living spaces**, are to be respected as you would have others respect your own.
- We all share MLBS as a **home and professional workplace**. Our spaces belong to everybody.
- **Take action** to protect and support *anyone* in danger or distress.
- **Alert Station Directors or staff** immediately if you notice a dangerous or concerning situation, or someone in distress.

Unacceptable Behavior

Be aware that the **impact of your actions may be different from your intentions**.

- **Harassment**, intimidation, or discrimination in any form
- Physical or sexual **misconduct, abuse, or assault**
- **Hurtful comments** related to gender, race, sexual orientation, disability, physical appearance, body size, religion, national origin, or other features of personal identity
- **Unwelcome physical contact**
- **Unwelcome sexual or personal remarks**
- **Inappropriate display** of nudity, sexual images, or sexual innuendo
- **Threatening or stalking** behavior

Consequences

- Anyone with a concern, even a small one, is encouraged to **approach Station Directors or staff to talk** about their options and desired course of action.
- All concerns and reports will be taken seriously. **You are in control** of how your concern is handled and what action is taken, unless the law or the University require specific action.
 - **One-on-one resolution** is preferred when appropriate.
 - **Station Directors or staff will help manage** or mediate a resolution if you request it.
 - Some *Code of Conduct* violations require **formal investigation** by the University.
- **Serious violations will result in serious sanctions**, including dismissal from programs or employment, removal from the Station, and other University or legal action.
- The Station Directors may immediately **expel** anyone from the Station Grounds for any unacceptable behavior, for presenting a risk to others or themselves, or for demonstrating a liability to the mission and goals of the Station.
- MLBS personnel and all UVA employees **are required to report** Title IX violations (sexual discrimination, harassment, and assault), and reports of Title IX violations, to the University.

What To Do, Reporting, and Resources

- ***In case of emergency dial 911.*** Our location is 240 Salt Pond Road, Pembroke Virginia, 24136.
- ***In any crisis, immediately notify Station Directors or staff (24/7)*** of any dangerous or unacceptable behavior or situation.
 - To find us: **Go to our residence / Radio channel #2 / Ring dining hall bell / Telephone**
 - If you need to escape: Evacuate (and take a friend?) to the Mountain Lake Resort Hotel.
- ***To report misconduct*** contact Station Directors or staff, or if you prefer, contact any of the UVA campus resources listed below. Charlottesville is three hours from MLBS.

University and MLBS Support and Reporting Resources:

Mountain Lake Directors and Staff

We are all University of Virginia employees and are trained in reporting and follow-up procedures. Your safety and wellbeing are our first priority. Nothing is more important. Please come to us at any time if you need help or are unsure where to turn.

- **Butch Brodie**, Director
Director's Cottage. 434-594-5741 (cell), bbrodie@virginia.edu
- **Sandy Kawano**, Associate Director
Michaux Cottage. 540-626-5227 (office), 562-900-2303 (cell), sandyk@virginia.edu
- **Jaime Jones**, Station Manager
Tawney Cottage. 540-626-3985 (cottage), 540-626-7196 (office), jjones@virginia.edu

UVA Emergency and Crisis Services eocr.virginia.edu/confidential-and-other-resources

Includes a full list of medical, safety, crisis, and psychological services at UVA.

UVA Women's Center 434-982-2252 womenscenter.virginia.edu

UVA Title IX Team 434-297-7988 titleixcoordinator@virginia.edu eocr.virginia.edu/title-ix-team

UVA On-Line Reporting System (UVA login ID required) - Just Report It virginia.edu/justreportit

MLBS Harassment and Misconduct Policy and this **Code of Conduct** mlbs.org/conduct

UVA Discrimination and Harassment Policy eocr.virginia.edu/discrimination-and-harassment

Confidential Crisis Resources:

UVA Counseling And Psychological Services (CAPS), same as "UVA Emergency and Crisis Services" above 434-243-5150 and 434-297-4261 after hours

Sexual Assault Resource Agency (SARA), a private non-profit 434-977-7273 saracville.org

RAINN National Sexual Assault Hotline 800-656-4673 hotline.rainn.org/online/terms-of-service.jsp

Shelter for Help in Emergency 434-293-8509

Family Violence and Sexual Assault Virginia Hotline 800-838-8238 or text 804-793-9999