

Pantano Christian Church Policies

Protect Others. Protect Yourself.

Policy Against Harassment

Pantano Christian Church is committed to providing a work environment that is free of discrimination. In keeping with that commitment, Pantano maintains a strict policy prohibiting unlawful harassment, including sexual harassment.

Examples of sexual harassment include unwelcome sexual flirtations, advances, propositions, or verbal abuse of a sexual nature, subtle pressure or request for sexual activities, unnecessary touching of an individual, graphic comments about an individual's body, a display in the workplace of sexually suggestive objects or pictures, sexually explicit or offensive jokes or physical assault.

Pantano is also committed to providing a work environment that is free from hostility. Hostile actions may include yelling at subordinates, throwing objects in fits of temper, making derogatory comments about a staff member in front of others, threatening retaliatory action or physical assault against a staff member.

If you believe that you are being or have been harassed in any way, please report the facts of the incident or incidents to your supervisor, Team Leader or Executive Pastor.

Opposite Sex Relationships

These guidelines are based on common sense and experience and are for the protection of staff members, both paid and unpaid. These guidelines protect against false accusations or temptations. Scripture reminds us that we, as staff and leaders of the church, are to be above reproach in our lifestyle. Because of this, we as a staff are committed to the following policies. Since these policies are for our personal protection, they are in effect both during office hours and during personal time. Failure to abide by these policies could result in disciplinary actions up to and including termination.

Married staff:

- a. Do not conduct private meals or meetings alone with persons of the opposite sex.
- b. Do not drive, travel or visit alone with a person of the opposite sex.
- c. Use the "rule of 3" in a. and b. above.
- d. Do not share your own marriage problems or have discussions of sexual problems with a member of the opposite sex alone.
- e. Be careful in how and with whom you use physical touch.
- f. Know when to refer someone for counseling to a member of the same sex.

Single staff:

- a. Single staff members are to follow the same guidelines as married staff during work hours and anytime they are directly representing Pantano, such as during conferences and camps.
- b. Outside of work hours and when not directly representing Pantano, single staff are certainly able to form dating relationships.
- c. We do expect single staff members to conduct themselves in a manner that is above reproach and maintains the Biblical principles of morality.

Counseling Cautions and Policies:

- a. Do not counsel a person of the opposite sex alone at the office outside of business hours. Arrange to have other people in the immediate vicinity of the office during counseling of the opposite sex. Utilize the main office only.
- b. Do not counsel a person of the opposite sex more than twice within a six-month period. If the staff person determines additional counseling sessions are needed, they should be referred to another person if possible or another staff pastor or director must be informed for accountability purposes.
- c. Establish a regular same-sex accountability partner.