

# 2020 VOLUNTEER CODE OF ETHICS

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Seminole Club or Chapter volunteer leaders are ambassadors of the University. In order to maintain the reputation for professional excellence of the University and the FSU Alumni Association (FSUAA), volunteer leaders are expected to display good judgment, diplomacy, and courtesy when interacting with alumni, friends of the university and staff.

FSU volunteers should adhere to the highest standards of personal and professional ethics. The following standards are intended to clarify expectations for lead volunteers:

1. Strive to create a positive and enjoyable experience for local FSU alumni and friends, fellow board members and for yourself.
2. Act in the best interests of the FSUAA and in accordance with FSUAA's policies and procedures.
3. Interact with volunteers, staff and other constituents in a responsible, respectful, positive and professional manner.
4. Avoid any discriminatory or harassing behavior directed toward any person.
5. Refrain from publicly undermining in any way specific positions, policies or decisions officially approved and communicated by the FSUAA Board of Directors, FSUAA staff or FSU.
6. Present any concerns constructively, in an appropriate forum to the Seminole Clubs staff at the Alumni Association.
7. Avoid conflicts between private interests and club matters.
8. Volunteers should be mindful of their representation of Florida State University in all forms of communication. All communication should remain informational and encouraging; offensive jokes and negative or controversial dialogue should never be passed along.
9. Protect and maintain confidential information shared with the club leaders for official business only (i.e. constituent data).
10. Respect all official FSU trademarks and their intended uses, as well as those of all other universities.
11. Work with the Alumni Association to strengthen alumni records, data collection and accounting practices.
12. Report unethical or inappropriate behavior to FSUAA Seminole Clubs team.

The success of Seminole Clubs and Chapters depends upon volunteers nationwide in a variety of roles. The FSUAA values its volunteers and works to create services and programs to support and enhance their involvement.

I have read and understand the FSU Alumni Association's Code of Ethics. I agree to abide by it and understand that the Alumni Association may remove me from official board service for any violation.

Name(Print) \_\_\_\_\_ Signature \_\_\_\_\_  
Club or Chapter \_\_\_\_\_ Position \_\_\_\_\_ Date \_\_\_\_\_