

Reading Lions Club CIO - Code of Conduct

Applicable to Members & Volunteers

Our Commitment:

Reading Lions Club is built on service, respect, and community. Every member and volunteer represents our values. This Code sets out the standards expected whenever we take part in Lions activities.

1. Respect for Fellow Members

- Treat everyone with courtesy, fairness, and kindness.
- Listen actively and contribute constructively.
- Avoid bullying, harassment, or discriminatory behaviour.
- Keep internal discussions confidential.
- Approach disagreements calmly and professionally.
- Respect personal boundaries and act inclusively.
- Maintain appropriate boundaries and do not become over-familiar with fellow members.
- Respect personal space and avoid behaviour that could be misinterpreted.

2. Conduct Towards the Public

- Be polite, approachable, and professional.
- Communicate clearly and respectfully, even under pressure.
- Always represent the club in a positive manner.
- Respect personal boundaries and act inclusively.
- Provide accurate information about Lions activities and fundraising.
- Maintain appropriate boundaries and do not become over-familiar with members of the public, beneficiaries, or partners.
- Respect personal space and avoid behaviour that could be misinterpreted.

3. Behaviour at Events & Activities

- Follow event instructions, safety procedures, and risk assessments.
- Arrive on time and fulfil agreed responsibilities.
- Wear appropriate clothing or identification when required.
- Avoid alcohol or substances that impair judgement while on duty.
- Handle money transparently and according to club procedures.
- Treat venues, equipment, and property with care.

4. Communication & Social Media

- Use social media responsibly when referring to Lions activities.
- Follow the Club social media guidelines.
- Avoid negative or inflammatory comments about the Club or individuals.
- Keep confidential information private.

5. Conflicts of Interest

- Declare any personal or financial interests that may influence decisions.
- Avoid situations where personal gain conflicts with your Club responsibilities.

6. Upholding Lions Values

- Demonstrate integrity, kindness, and fairness in all interactions.
- Act as positive ambassadors for Reading Lions Club.
- Support a welcoming, inclusive, and safe environment for all.

7. Breaches of the Code

Concerns should be reported to the Club President or designated officer. Issues will be handled fairly, confidentially, and in line with Club procedures.