

THE NATIONAL OPERA ASSOCIATION
Anti-Discrimination and Harassment Policy

The National Opera Association (NOA) is committed to an environment in which all individuals are treated with respect and dignity. Each individual has the right to work, volunteer, and to otherwise participate in a professional atmosphere that promotes equal opportunities and prohibits discriminatory practices, including harassment. Therefore, the National Opera Association expects that all relationships among persons in the organization, or at NOA-sponsored events, will be business-like and free of bias, prejudice, discrimination, and harassment.

In order to keep this commitment, NOA maintains a strict policy prohibiting unlawful harassment of any kind, including, but not limited to, sexual harassment and harassment based on race, color, religion, national origin, sexual orientation, gender identity or expression, sex, age, physical or mental disability, caregiver status, or any other characteristic protected by state, federal, or local employment discrimination laws. This Policy applies to all officers and board members; contractors; sub-contractors; employees; volunteers; interns and externs; members of NOA; attendees of, or participants in, any NOA-related conference or event, including presenters, vendors, or exhibitors; and any other individuals providing services to or for the NOA.

Sexual harassment includes, but is not limited to, making unwanted sexual advances, requests for sexual favors, and other oral or physical conduct of a sexual nature when:

1. Submission to such conduct is made an explicit or implicit term or condition of employment or participation in professional activities of NOA; or,
2. Submission to or rejection of such conduct by an individual is used as the basis of decisions related to employment or participation in professional activities of the NOA affecting such individual; or,
3. Such conduct has the purpose or effect of substantially interfering with an individual's work performance or creating an intimidating, hostile, or offensive working environment, including volunteer professional activities of the NOA.

Examples of unlawful harassment include, but are not limited to:

- Verbal conduct such as epithets, derogatory jokes or comments, slurs or unwanted sexual advances, invitations or comments;
- Visual conduct such as derogatory and/or sexually oriented posters, photography, cartoons, drawings, e-mail and faxes or gestures;
- Physical conduct such as assault, unwanted touching, blocking normal movement or interfering with the operation of the NOA-related event directed at the individual as listed in paragraph two of this statements because of the individual's sex or other protected characteristic;
- Threats and demands to submit to sexual requests in order keep one's job or position in the organization or at the event or to avoid some other loss;
- Offers of career benefits or employment of any kind in return for sexual favors;

- Retaliation for having reported or threatened to report unlawful harassment;
- Favoritism toward romantic/sexual partners;
- Giving of gifts or leaving objects that are sexually suggestive;
- Off-duty, unwelcome conduct of a sexual nature that affects the work or event environment;
- Requiring someone to perform tasks unrelated to their job, or position at an NOA-related event, against his/her will; and
- Gossiping or rumormongering.

Any member or attendee or other person who believes he or she has been harassed by a member, or agent of NOA or by any other person affiliated in any way with NOA, as listed in paragraph two of this statement, should promptly report the facts of the incident or incidents and the names of the individual(s) involved to the Executive Director, or in the alternative, to the NOA President, Past President, or President-Elect.

Upon receipt of a complaint, NOA will undertake a prompt, thorough, objective, and good faith investigation of the harassment allegations. If the organization determines that harassment has occurred, effective remedial action will be taken in accordance with the circumstances involved. Any employee, officer, members, or any affiliated individual or participant, as listed in paragraph two above, determined by NOA to be responsible for harassment will be subject to appropriate disciplinary action, up to and including termination, removal from NOA leadership position(s), or membership revocation.

No individual will be retaliated against for filing a complaint and/or assisting in a complaint or investigation process. Further, NOA will not tolerate or permit retaliation by any individual as listed in paragraph two against any complainant or anyone assisting in a harassment investigation.

CODE OF CONDUCT for the National Opera Association for Regional and National Activities

The National Opera Association (NOA) commits to creating a safe space for all of its activities. If any attendee, participant, vendor, exhibitor, or anyone affiliated with NOA or its conferences is found to have violated this code of conduct while at an NOA-sponsored event, the individual may be asked to leave the event immediately, and membership may be revoked.