



POLICIES AND PROCEDURES MANUAL

IV - 3 Anti-Discrimination Policy

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Policy Statement

Markham Peoples Community Church (MPCC) respects diversity and promotes equity, and recognizes that everyone has the right to be free from discrimination. We follow what the Bible says:

“Show proper respect to everyone, love the family of believers” 1 Peter 2:17a (NIV)

The Church will not tolerate any racist, sexist, or other form of discriminatory behaviour from its staff, congregations, volunteers, Deacon Board members, participants in its programs and activities, or members of the general public. Likewise, the Church will not do business with any individual, group or organization that practices or preaches discrimination.

This policy should be read and acted upon together with the MPCC Anti-bullying and Anti-harassment Policy where there is a detailed description and explanation on how The Church is committed to meeting its obligation under the *Canadian Charter of Rights and Freedoms*, *The Human Rights Code*, and the Occupational Health and Safety Act.

Definitions

1. Discrimination means any action, behaviour or attitude which negatively affects the employment status of an employee, volunteer status of a volunteer, a membership status of a congregant, or service of a church member/individual that has been based on creed (religion/faith), citizenship, race, ancestry, place of origin, ethnic origin, colour, sex (including pregnancy and gender identity), sexual orientation, disability (including mental illness and addiction), age, marital status, family status or record of offence.
2. “MPCC” is defined as
 - the physical sites of MPCC
 - locations associated with the delivery of programs, services and activities
 - off-site training, conferences, meetings and retreats
 - social gatherings, informal meetings after church services and functions, social media sites or any place that may have implications for the MPCC and its staff, congregations, students, participants, and volunteers where behaviour could reflect on MPCC
3. Church members: students, instructors, staff, facility users, participants, parents/guardians, volunteers, deacons, congregants
4. Community members: anyone who uses the facilities on a regular basis such as for cell group, church meetings, members of Markham Wesley Centre, contractors, vendors, community partners

Actions

- Conduct its recruitment, hiring, and promotion of staff in a fair and equitable manner, and will reflect, as fully as possible, the church community served. The recruitment and acceptance of volunteer and Board members will be subject to the same criteria.
- Provide both encouragement and opportunity for members of all communities, racial, ethnic, culture, etc., to voice their concerns and views, as well as to participate in and to establish the priorities of the Church.

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- Actively consult with its communities to identify and then correct any biases in programs, activities and services offered by the Church. It will promote respect for differences in all of its programs, activities and services.
- Regularly review its policies and practices in order to identify and then eliminate any of those which may unintentionally produce discriminatory results.
- Review all staff development, volunteer training programs and communication materials to determine if, by chance, any elements of discrimination are introduced. Appropriate corrective action will be taken, if found.
- Provide orientation, education workshops and ongoing opportunities for Deacon Board members, Ministry Committee members, staff, summer students, volunteers, congregations, and service users to examine his or her values and prejudices, and to acquire new knowledge and skills to address systemic discrimination.
- Review this policy and its implementation annually to evaluate its effectiveness. Indicators of success are whether there are any complaints and if training were provided at all levels in the Church.

Procedure

1. The complaint procedure will follow the protocols stated in the Anti-bullying and Anti-harassment Policy.
2. Any staff, Deacon Board member, volunteer, or congregant who experiences or witnesses discriminatory behaviour or treatment, including verbal comment, will confront the offender and remind him/her that the behaviour or language is not acceptable.
3. If the offender continues to behave in the same manner – for instance, he or she utters additional discriminatory remarks, or repeats the behaviour more than two times, these are the responses:
 - a) Staff: The supervisor or Senior Pastor will give a verbal warning and educate the staff. If such behaviour is reported again, the Senior Pastor will issue a written warning to the staff that if he or she repeats such behaviour, further discipline (i.e. suspension or dismissal) will ensue.
 - b) Volunteer/Summer Student: The supervisor of the volunteer/summer student will give verbal warning and educate the volunteer/summer student. If such behaviour is reported again, the supervisor will issue a written warning notifying that the volunteer/summer student's placement with Church will be terminated if such behaviour is repeated.
 - c) Deacon Board or Ministry Committee Members: The Chair will first issue a verbal warning to the offender followed by a written warning for repeated behaviour to the effect that his or her tenure is in jeopardy, and that any further incident will result in expulsion.
 - d) Church Member, Community Members or Service User: The same procedures will be applied, i.e. verbal warning and education first, then written warning, and lastly suspension of membership/service. In the process of discipline, the staff/Senior Pastor's discretion and good judgement about severity of the incident will be exercised. If the supervisor wishes to expel the person from the Church, she or he will



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make such recommendation to the Senior Pastor. The Senior Pastor will consult with the Chair of the Deacon Board for final decision.