



Temple Emanu-El Anti-Harassment Policy

Temple Emanu-El is committed to a community in which all individuals are treated with respect and dignity. In addition to prohibiting harassment that would be illegal under federal, state, or local law, we are also committed to not tolerating behavior that is inconsistent with the values of Temple Emanu-El, even if such behavior would not violate the law.

A Respectful Community

Every individual associated with, or who comes into contact with Temple Emanu-El, must be treated with respect. Temple Emanu-El prohibits *any* form of unwelcome behavior, *even if* such behavior may not violate the law, or is not yet sufficiently severe or pervasive to rise to the level of creating a hostile environment or community. Additionally, Temple Emanu-El specifically prohibits harassment directed towards any protected category including race, religion, color, sex, gender, sexual orientation, gender identification, pregnancy, age, national origin, disability, marital status, genetic information, status as a current or former uniformed services member, or any other characteristic protected under Title VII of the Civil Rights Act of 1964, or state and local laws. The policy covers in-person interactions and communications via calls, texts, emails, blog posts, other social media or any forms of stalking.

Protected Categories

This policy applies to and protects staff, congregants, community members, donors, volunteers, consultants, contractors, vendors, and participants at programs sponsored by Temple Emanu-El.

In a respectful community, individuals acknowledge and value the contributions of others, treat others with civility and courtesy, and engage in open and honest communication. Individuals do not embarrass or humiliate others, trivialize or disregard the contributions of others, or engage in bullying behavior.

Prohibition of Harassment on Specific Bases

The following are some examples of behaviors based on a person's protected characteristics that are prohibited by this policy:

- Unwelcome verbal conduct such as threats, epithets, derogatory comments or slurs, derogatory jokes, or objectionable teasing about an individual's dress or presentation;
- Unwelcome media such as posting derogatory posters, photographs, cartoons, or drawings; and



- Unwelcome physical conduct such as assault or repeated unwanted touching.

Harassment on the basis of sex may be overtly sexual, or it may not be sexual at all but may still be unwelcome behavior. In addition to the unwelcome behaviors described above, here are some examples of sexual harassment prohibited by this policy (and in some cases, the law):

- Sexual assault, abuse or misconduct including, but not limited to:
 - Child sexual abuse – any sexual activity, involvement or attempt of sexual contact with a person who is a minor (under 18 years old) where consent is not or cannot be given;
 - Sexual activity with another who is legally incompetent or otherwise unable to give consent;
 - Physical assaults or violence, such as rape, sexual battery, abuse, molestation or any attempt to commit such acts;
 - Touching a person's body or private parts, or touching an individual in a sexually suggestive manner, without the person's consent;
 - Repeated unwanted sexual flirtations, advances or propositions;
 - Leering or suggestive sexual gestures;
 - Verbal abuse of a sexual nature, such as graphic verbal commentary about an individual's body, sexually degrading words to describe an individual or sexually suggestive or obscene letters, notes, or invitations;
 - Pornography in any form is not allowed on temple grounds or at any event associated with the temple;
 - Conditioning any terms or benefits of employment or membership on a person's acquiescence to any of the harassing activities described in this policy; and
 - Retaliating or threatening retaliation against an individual after a negative response from that individual to sexual advances or other potentially harassing activities.

Complaint & Investigation Procedures

Temple Emanu-El encourages reports of violations of this policy as soon as possible after a violation has occurred. Temple Emanu-El takes all notices of violations of this policy seriously and will explore all reports in a timely manner.

Silence or even participation by an employee may not mean that the conduct is welcome, but may, for example, only reflect an employee's deferring to supervisory authority. If you experience or witness any of the types of behavior outlined in this policy, we encourage you to immediately submit an incident report. You may do so by contacting the President of the Board of Trustees or Temple Emanu-El's Executive Director. Temple Emanu-El will keep the investigation confidential to the greatest extent possible, consistent with a fair and full investigation.

If an investigation reveals a violation of this policy by a staff member, clergy or congregant,



Temple Emanu-El will take corrective action with the individual(s) that is proportionate to the prohibited behavior. Proportionality means that the corrective action may include, for example, an oral warning, a written warning, or suspension of membership or termination of employment. It may also include coaching and training for the individual found to have engaged in the prohibited behavior. Violations of this policy may also lead to personal legal and financial liability for an individual found to have engaged in such prohibited conduct.

Referring Investigations to an Outside Investigator

In certain instances, if appropriate, Temple Emanu-El may choose to conduct an independent investigation through a third party. Situations that may warrant taking this step include, but are not limited to, the following:

- There is a pattern of complaints against one person; and/or
- The circumstances are considered criminal under Florida or Federal laws.

Should an investigation occur – by internal means or with outside assistance – all parties are expected to participate in such investigation honestly and respond to any requests in a timely and respectful manner.

Prohibition of Retaliation

Temple Emanu-El prohibits retaliation made against any employee, volunteer, board member, congregant or other person who lodges a good faith complaint of harassment, sexual abuse or misconduct or who participates in any related investigation of the alleged misconduct or has filed a claim. *To create a culture in which every individual is treated with respect and is protected from harassment, individuals must feel safe to report the behavior.*

Retaliation may consist of harmful actions on a professional level (for example, any actions that may impact the workplace or the person alleging harassment) or on a social level (for example, ostracizing the person within the temple community). All forms of retaliation are prohibited by this policy and Temple Emanu-El will take corrective action against any individual found to have engaged in retaliation.

Temple Emanu-El prohibits making false or malicious allegations of harassment, as well as deliberately providing false information during an investigation. Anyone who violates this rule is subject to disciplinary action, up to and including termination of employment or membership and criminal prosecution.

We all must work together to create the safe, respectful, diverse and inclusive environment that reflects the core values of Temple Emanu-El.

For any questions about this policy, please contact Temple Emanu-El's Executive Director.