



C3 Church

LEADERS CODE OF CONDUCT

A leader is a staff member or person who has been appointed by C3 Church to lead others

C3 Church has a culture of serving, and all C3 people are encouraged to serve. Those who serve, however, must do so with an attitude that values the dignity of people and behaviour that is pleasing to God. Jesus modelled the ideal attitude towards serving in John 13:3-14.

Since all leaders are called to serve, the C3 Church LEADERS Code of Conduct contains all of the elements of the C3 Church VOLUNTEERS Code of Conduct. Leadership comes with added responsibility and the leader's code expects higher standards. All C3 Leaders are encouraged to serve the shared vision, values, and mission of C3 Church and to grow in their relationship with God and with people. This code is not exhaustive but it lays out the minimum expectations for those who lead in C3 Church.

Expected Behaviour

- Consistent with C3 Church Statement of Faith and C3 Safe Church Framework (WHS Policy and Children & Young People Protection Policy), those who serve in C3:
- will act in the best interests of those they serve, especially those who are vulnerable.
- will take all reasonable steps to ensure the safety and welfare of those they lead.
- will treat all with whom they work, fairly and with respect. They will not show favouritism in their leadership.
- will be accountable and follow reasonable instructions from those in leadership.
- will not influence those they lead with views contrary to the culture of C3 Church.
- will not be spiritually, emotionally, physically or sexually abusive in any way toward others.
- will act with sexual purity. Sexuality is a gift from God and must be exercised according to Biblical principles and the C3 Church Statement of Faith.
- will avoid the use of offensive language (e.g. vulgar language, sexual connotations, and racial or religious slurs).
- will refrain from using illicit substances and be cautious with potentially addictive behaviours and substances.
- will use caution when initiating or receiving physical contact with those they serve, including gestures of comfort. Such gestures can be unwanted or misinterpreted.
- will communicate with integrity, including the use of electronic communication, which will be used wisely and appropriately.
- Social media accounts are to be representative of a Christian Leader who exhibits a life that is above reproach and does not diminish the integrity of your position and bring the Church into disrepute. Social media posts will therefore not:
 - Promote a political party in a way that is polarising.
 - Contain lewd, immoral, corrupt or heretical material or comments.
 - Engage in any criticism or slander of others.
- will acknowledge when they do not possess the required skill set in a situation and seek help from a supervisor or church leader. This particularly applies to helping those who are victims of abuse or require professional counselling.
- will not take property belonging to others, including intellectual property (copyright).

The C3 Safe Church Framework specifically requires that all workers, including volunteers must:

- Have a "Cleared" Working With Children Check number, according to standards set by the NSW Commission for Children and Young People.
- Co-operate with any reasonable policy, procedure or training as directed by the C3 Church Executive Management, or undertaking relating to health or safety at the workplace, that has been notified to Workers.
- Effectively identify and immediately report any known or perceived instances, disclosures or allegations of harm to children and young people, to their overseer and/or C3 Church staff member, who will then consult with the Child Protection Compliance officer.
- Maintain the privacy of all C3 people, in particular those associated with disclosures of harm, subject to compliance with all relevant legislation.

Financial matters

- Those who serve in C3 Church are to have integrity in their financial dealings. They must not use their position to influence church members to obtain personal financial benefit.

Conflict of interest

- Information gained through C3 Church must not be used for purposes other than for legitimate C3 Church purposes and any conflict of interest that impacts upon the fulfilment of this code must be disclosed.

Implementation of the Code

- All leaders of C3 Church are considered 'Workers' under Workplace Health & Safety and Child Protection legislation. Workers have a greater responsibility at law, and their conduct may become the subject of an investigation. This may be reportable to relevant authorities.
- Any breach of this code involving a criminal offence may lead to a report being made to the relevant authorities.
- Any breach relating to harm, or risk of harm, will be dealt with according to the C3 Safe Church Framework.
- Any other breach will be considered in the light of the best interests of the leader and those they serve and may result in the leader being stood down from their area of leadership or service.
- In the case of employees, breaches may become the subject of an HR investigation and be dealt with according to our HR policies and procedures.
- Leaders need to be open to correction and humble enough to modify behaviours so as to not discredit the gospel.



C3 Church Leader Declaration

Thank you for your decision to be a leader at C3 Church. This declaration is part of our church's duty of care to provide a safe environment for all people.

CONSENT TO HOLD INFORMATION

I consent to the information contained in this application including the subsequent pages to be kept by C3 church. I understand that this information will be kept in a confidential file and used only for screening and pastoral purposes.

By becoming a leader at C3 Church you are considered a 'Worker' under Workplace Health & Safety, Child Protection legislation and the C3 Safe Church Framework. Workers have a greater responsibility, and their conduct may become the subject of an investigation and may be reportable to relevant authorities.

Any breach of this code involving a criminal offence may lead to a report being made to the police.

DECLARATION

I understand that C3 Church operates in an environment of numerous legal and ethical restrictions, and I will fully cooperate with the church in abiding by these. I assure the church, in considering me for a leadership role that:

- I have no health impediment that will put me or any other person at risk in the fulfilment of my designated role.
- Other than those matters disclosed by me to the church at the time of making this declaration, I know of no past behaviour that renders me unfit to serve as a leader or which detracts from the obligation of the church to operate as a place of safety to a minor or any other person. Such past behaviour may include being the subject of an allegation of sexual abuse (whether convicted or not), including any type of molestation, indecent exposure, sexual harassment or intimidation.
- I understand that if I am unclear as to any of the statements in this document, I will seek clarification from a C3 staff member or up-line leader before signing.
- I have provided this information, and any documents accompanying it in good faith and declare they are true and correct to the best of my knowledge and belief.
- I understand that any material misstatement in or omission from this questionnaire may render me unfit to hold a particular role at C3 Church.
- I have received a copy of the C3 Church Leaders Code of Conduct and I agree to uphold it.
- I understand that when considering whether there is an avenue for contribution of my services, C3 Church may refer to its Safe Church Framework including the C3 Church Statement of Faith.
- I will respect the decision of C3 church as to where I contribute my services within the church, and whether my services are required.
- I understand that an up-line team leader will be available to me to discuss my service.
 - ☐ I have watched and understood the C3 Culture Video <https://vimeo.com/262922158>
 - ☐ I have completed Child Safe and Vulnerable People training <https://vimeo.com/223410696/8c4d9dd359>
 - ☐ I have read and agree with the C3 Church Statement of Faith

PERSONAL DETAILS

Surname:	First and Middle Names:		
Any Former Names:	Male (Please Circle)	Female	Date of Birth: (DD / MM / YYYY)
Mobile Phone:	Home Phone:		
Email:	Working With Children Check number:		
Address:			

Name of team leader who showed the video:	Signature of employee:
Leader's Signature:	Date:
(If under the age of 18, please have the form co-signed by your parent/guardian)	
Parent/Guardian name:	Signature: