

SNOHOMISH NETWORKING WOMEN

Code of Conduct

Effective January 1st, 2018

As our membership continues to grow, we, the SNW Board of Directors, want to ensure clear & concise guidelines to protect all members of our amazing group. Below you will find the SNW Code of Conduct in which all members are required to read, sign and adhere to.

Members that are found to be operating or engaging in a manner not in line with this Code of Conduct will be directly addressed by the Board. Instances will then be taken into consideration for renewal or continuation of membership.

Membership:

- Membership dues are required to be paid by the first SNW Membership Meeting of the year. Dues are to be paid electronically (via PayPal)
- First time guests are allowed 1 introductory meeting - at their 2nd attendance, they will be asked to pay the full membership dues.

Representation, interactions & engaging:

- Please be punctual - we allow for social & networking time prior to the start of our meeting and we appreciate you arriving during this time for ease of check in and limited distractions to our guests & speakers.
- Always be kind, respectful and quiet when ANY other members are speaking/ addressing the group.
- SNW will have a zero-tolerance policy for bullying, shaming or disrespect to any member of our organization.
- Introductions are only allowed by those members that have donated a raffle item, first-time guests, new members & current SNW Board members.
- Please be respectful and stick to our 30-second guidelines. Members who continuously go over their allotted time will not be allowed this benefit going forward.
- Please keep all questions & side conversations to our networking time. Your introduction time is simply meant to be just that. We allow time for conversations before/after the meeting's agenda items and we encourage you to get together outside of our regular meetings as well!
- We expect professional conduct at all times. Unbecoming conduct to your own business, another member's business or the SNW group as a whole will not be tolerated.
- We ask that you portray yourself professionally - keeping these guidelines in mind - when meeting other members outside of our monthly events, as well as when approaching prospective SNW members.
- Please do not hesitate to reach out to the SNW Board should there be any demonstration of a member or members acting outside of these guidelines.

Acceptance of Terms: _____ **Date:** _____
{printed name} _____