

EWB-USA Volunteer Code of Conduct

Introduction and Purpose

The purpose of this Code of Conduct is to define the conduct that EWB-USA expects from all volunteers as they carry out the mission of EWB-USA. All volunteers of EWB-USA shall agree to abide by and strive to uphold this code whenever working on EWB-USA projects or activities, or when volunteering for or serving as a representative of the organization or its chapters. Acting out of compliance with this code could be detrimental to the mission and vision of EWB-USA as a whole and could also be detrimental to the volunteer(s) involved. It is essential that EWB-USA volunteers follow and demonstrate the highest standards of personal integrity and service.

Background

Our Vision – EWB-USA’s vision is a world in which every community has the capacity to sustainably meet their basic human needs.

Our Mission -- EWB-USA builds a better world through engineering projects that empower communities to meet their basic human needs and equip leaders to solve the world’s most pressing challenges.

At its core, EWB-USA is rooted in practical and sustainable engineering solutions for developing communities. In order to be successful, EWB-USA volunteers must consider a wide range of inputs from the socio-cultural dimensions of the community to local project ownership to other requirements for long-term project sustainability. EWB-USA programs are not only full partnerships with a host community and one or more local non-governmental organizations (NGOs) but also partnerships with the local community members, educational institutions, and donor communities. It is these partnerships which form the basis of a long-term relationship which benefits the local community in terms of their basic infrastructure needs but also ensures the long-term sustainability of the EWB-USA organization itself.

In line with this mission, EWB-USA has formulated this Volunteer Code of Conduct to guide its volunteers as they help to carry out that mission.

Volunteer Code of Conduct

EWB-USA volunteers shall always be mindful of the environment in which they work, the people with whom they work, and the work that they do. Whether the volunteer is working with a community, a chapter, or a donor, their actions reflect upon EWB-USA and its reputation. EWB-USA expects that all volunteers shall be treated as dignified human beings and afforded a high level of respect. In return, volunteers shall treat everyone with whom they interact with the same level of respect.

Accordingly, EWB-USA and its volunteers pledge the following:

- We embody the core values of EWB-USA:
 - Service First: EWB-USA commits to harnessing the skills of its volunteers to fulfill communities' basic human needs. We provide the services that meet these needs without consideration of race, religion, gender or political affiliation.
 - Trusted Partnerships: Trust forms the foundation of EWB-USA partnerships, which are achieved through transparency, integrity and respect for the contributions and capabilities of all parties.
 - Sustainable Solutions: Sustainability drives EWB-USA's programs. We commit to community-driven projects. We equip our partner communities to maintain each project so it remains functional long after our commitment is fulfilled.
 - Growth & Learning: EWB-USA fosters an environment of learning so our volunteers, community members and staff have the tools, training and passion to address the world's most pressing challenges. We strive for our work to inspire others to learn more, do more, and become more.
 - Conduct & Practices: EWB-USA holds paramount safety, security and ethical conduct. The volunteers and staff of EWB-USA are bound by the Volunteer Code of Conduct and the engineers' Code of Ethics.
 - Stronger Together: The EWB-USA family is comprised of community members, students, professionals, universities, headquarters staff and a host of other supporters. We thrive off diversity and the collaborative pathways it provides. But most importantly, we pursue EWB-USA's mission as one, with aligned goals and purpose.

- We have a responsibility to treat all persons equally, with dignity and respect, including:
 - In every aspect of work for EWB-USA, volunteers shall not discriminate based on race, color, gender, language, religion, political views, nationality, ethnicity, sexual preference or status.
 - Volunteers shall treat our team members and team leaders with respect and courtesy.

- We have a responsibility and commitment to our communities that we will actively protect their public health, safety, and welfare, including:
 - Volunteers will act in an honest and transparent manner.
 - Volunteers will include community members in all aspects of project development and implementation.
 - Volunteers will provide the best possible and most appropriate technical expertise.
 - Volunteers will never make promises that cannot be kept or are not in line with the mission and vision on EWB-USA.
 - Volunteers shall respect the fact that the community is the initiator, owner, and final determinant on its projects.

- We have a responsibility toward EWB-USA to act in the best interest of the entire organization, its volunteers, communities and supporters, including:
 - Volunteers will conduct EWB-USA projects, travel and cultural interactions with respect and thoughtfulness.
 - Volunteers will act as an ambassador for EWB-USA, its mission and vision.
 - Volunteers will positively represent the EWB-USA brand when conducting any type of EWB-USA work including meetings, events, presentations, project travel, media interviews, writing, etc.

- We have a responsibility to fight against corruption.
 - Corruption, as defined for this code, is the misuse of entrusted power for private gain.
 - Volunteers will never pay bribes or provide any direct benefit or gift to individuals to assist in the execution of project work.
 - Volunteers will never accept bribes or gifts in exchange for favoring a course or action, decision, or allocation of resources to an individual or group. Understanding that communities frequently provide gifts in gratitude for the work done, gifts may only be accepted on behalf of the organization as a whole.
 - Volunteers will not use EWB-USA property, facilities, services or financial resources for private purposes except when permission is duly given.

- We have a responsibility to avoid conflicts of interest
 - Volunteers shall fully disclose conflicts of interest to the appropriate party, whether they are potential or real.
 - If a volunteer realizes a potential conflict of interest exists, the volunteer will refrain from engaging in any activity that can influence the project until the issues are resolved by fully disclosing the matter and seeking consent to resume the volunteer's responsibilities from the appropriate party.

- We have a responsibility to conduct ourselves appropriately.
 - Volunteers will respect the culture and customs of the host community.
 - Volunteers will respect and follow all the laws of the countries in which they work. This will include, but not be limited to following proper visa procedures (obtaining a volunteer visa if required).
 - Volunteers will conduct themselves in a professional manner when working on projects in communities.
 - Sexual harassment subverts the mission of EWB-USA and offends the integrity of the organization. It is reprehensible and is not tolerated by EWB-USA. "Sexual harassment" means unwelcome sexual advances, unwelcome requests for sexual favors, or other unwelcome behavior of a sexual nature. This includes interactions with other EWB-USA volunteers, sponsors, volunteers, or staff, as well as those with host-country members. Volunteers shall not engage in behaviors that could be construed as sexual harassment towards other EWB-USA volunteers, community members or any other individual involved with the project or program.

- We have a responsibility to uphold our commitments to our donors and sponsors.
 - Volunteers will abide by all requirements and restrictions placed on a donation for specific projects by the donors. Project teams shall be able to demonstrate that all conditions of the donation have been met and that the funds were spent accordingly.
 - Volunteers will ensure that project teams cooperate in a transparent and upfront manner with all donors.

By following this code of conduct, volunteers are ensuring that their own personal integrity, and that of EWB-USA, is maintained and strengthened as they carry out their mission, supporting community-driven sustainable engineering projects, while creating transformative experiences and responsible leaders.

Compliance

Volunteers shall report any observed breaches of the code to mentors, advisors, the national office, or the Executive Director. If a volunteer is found to have acted in violation of this code, the EWB-USA national office will take appropriate enforcement measures against the volunteer, depending on the severity of the action, up to and including revocation of volunteership. EWB-USA will work to ensure due process and protection of the whistleblower and the accused before, during and after any investigation.