

Harassment and Sexual Harassment

Foothills will not tolerate harassment of any kind, including sexual harassment, inappropriate sexual conduct, or violent conduct that affects job performance or benefits, or that creates an intimidating, hostile, or offensive working environment. Furthermore,

All employees are expected to conduct themselves in a professional and respectful manner at all times. Conduct that may violate this policy includes, but is not limited to:

- *Repeated and unwelcome conduct (whether verbal, physical or visual) that is based upon or directed toward a person's protected status, such as sex, color, race, ancestry, religion, national origin, age, physical handicap, medical condition, disability, marital status, citizenship status, gender identification, sexual orientation or other protected group status.*
- *Sexually implicit or explicit communications whether in:*
 - *Written form, such as cartoons, posters, calendars, notes, letters, e-mails.*
 - *Verbal form, such as comments, jokes, obscene language of a sexual nature, gossiping, or questions about another's sex life, or repeated unwanted requests for dates.*
 - *Physical gestures and other nonverbal behavior, such as unwelcome touching, grabbing, fondling, kissing, massaging, and brushing up against another's body.*
- *Any sexualized conduct that is an explicit or implicit condition of employment or used as the basis for an employment related decision.*
- *the employee should follow the procedure below regarding reports of harassment.*
- *Employees who have questions about discrimination in the workplace, or who believe our equal opportunity policy has been violated, should report their concerns immediately to the Senior Minister. When the concerns involve the Senior Minister, employees should refer to the Grievances Procedure below.*

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