

## **Code of Conduct for Members of the Hunter Arts Network**

### **Values**

In our interaction with fellow members, the art community, and in public forums both actual and digital, in pursuit of our art, craft or design, members are expected to base their decisions and behaviour on values and principles which require that we:

- act in a professional manner, keeping in mind how our conduct may affect HAN's reputation;
- maintain high ethical standards, and practise and explore our art with integrity;
- deal fairly with all people and organisations, either within or outside HAN, and respect individuals' rights as citizens without discrimination;
- make effective use of public resources and not be wasteful;
- not let matters of personal interest affect or compromise the work of HAN; and
- seek advice from an appropriate body, at any time, if uncertain about the right course of action.

### **Members' Rights**

We have the right to:

- be treated fairly and with respect and without discrimination;
- have our professional and artistic expertise respected by our colleagues;
- be provided with opportunities to expand and develop both artistic and professional skills;
- be trusted and supported by our peers;
- be provided with a safe environment in which to exhibit and sell our artwork, and explore artistic and professional growth;
- express ourselves in a harmonious and productive environment;
- receive open, inclusive and honest communication;
- be treated in a professional, helpful and courteous way; and
- be able to contribute to the benefit of the artistic community.

### **Members' Responsibilities**

It is our responsibility to:

- treat individuals fairly and with respect and do not engage in discrimination, harassment or bullying behaviour;
- comply with lawful instructions given by authorised colleagues;
- respect the professional and artistic expertise of colleagues;
- be professional, helpful and courteous to colleagues and the community;
- maintain a high standard within our field of artistic pursuit;
- trust and support our peers;
- participate positively and actively at HAN functions and provide constructive feedback;
- be open, inclusive and honest;
- represent HAN in a professional manner;

- be economical and efficient in the use of resources supplied by HAN;
- ensure when at HAN events that the environment in which we exhibit and sell our artwork is safe;
- be aware of all rules and regulations pertaining to our rights and responsibilities as members; and
- ensure that our personal and professional conduct does not bring HAN into disrepute.

### **Committee Expectations**

As well as their responsibilities as members, HAN expects the Committee to also

- value and encourage diversity and creativity;
- provide an environment free from discrimination or harassment;
- treat each member with courtesy and sensitivity to their rights;
- promote open, honest and two-way communication within the Association;
- make decisions that are consistent with HAN's objectives and the interests of its members;
- encourage members to maintain a high standard of artistic attainment;
- provide all necessary and appropriate assistance to members;
- provide opportunities for members to improve themselves both artistically and professionally and enhance their experiences;
- maintain a safe, positive, harmonious and cooperative environment for exhibition, sale and training, in compliance with relevant occupational health and safety principles;
- ensure equal access to professional development opportunities for all members, and foster a learning environment;
- provide information on events accessible to all members, and promptly advise members if changes are made that may affect them;
- report potential or actual incidents of misconduct in a confidential manner;
- respond promptly to requests from members and enquiries from the general public and keep them informed if there is a delay;
- address concerns and complaints of members promptly and provide access to suitable appeal and grievance mechanisms.
- make information freely available on policies and rules which affect members.
- maintain adequate documentation to support any decisions made;
- comply with any relevant legislative and administrative requirement and keep up to date with any changes;
- manage resources in an economical and efficient manner;
- not take or seek to take improper advantage of any Association information gained in the course of our appointment
- present HAN's view rather than personal views, when dealing with the public as representatives of HAN;
- uphold information privacy principles relevant to personal member information in accordance with applicable legislation; and
- always behave in ways consistent with HAN's values.