

## CODE OF CONDUCT

This CODE OF CONDUCT is one of the Elements that brings us together.  
It states how we conduct ourselves in our volunteering for Noosa FM – Noosa Community  
District Radio FM Association Inc.

### Every Person every Day.

# 1

#### **NOOSA FM Principles**

Understand that NOOSA FM provides opportunities for member advancement through training, personal development, and networking.

I demonstrate this by:

- Being actively involved in the tasks asked of me and seek guidance when it's needed.
- Ensuring my actions are guided by the ACMA Community Broadcast guidelines, Noosa FM Constitution, Policies, Rules and procedures
- Ensure my actions are lawful, without malice and with benevolence.

#### **Respect**

We genuinely acknowledge and respect each other's values, beliefs, efforts, and ideas.

I demonstrate this by:

- Valuing the opinions and contributions of other members
- Treating everyone fairly with consideration and respect
- Using language and tone which is respectful in all situations, for example during training, presenting on-air, working within the station, promoting the organisation at fund raiser events and to my peers.
- Responding in accordance with NOOSA FM (4NSA) policies, rules, and procedures if I witness or are subject to disrespect. If it is repeated, inform a member of the Executive for action.
- Abstaining from all forms of discrimination, harassment, bullying and victimisation.

# 2

#### **Integrity**

We maintain high standards of integrity and are conscientious in our approach to work.

I demonstrate this by:

- Conducting myself honestly and reliably
- Being transparent in decision making and ensuring that my decisions are in the best interest of Noosa FM, its members, volunteers, Community Subscribers, Sponsors, partners, and supporters.
- Actively supporting the safety, health and wellbeing of all Noosa FM members.
- Protecting the privacy and confidentiality of Noosa FM members, volunteers, Community Subscribers, Sponsors, partners, and supporters.

# 3

# 4

## **Empowerment**

We collaborate with each other to be the best we can be.

I demonstrate this by:

- Working with others to achieve the best outcomes
- Sharing information and acting in good faith, developing, and maintaining my skills
- Providing support to my fellow members to achieve common goals
- As a volunteer with Noosa FM I, treat my commitment seriously whilst recognising the importance of fun and enjoyment in volunteering
- Being able to give back to the community.

# 5

## **Accountability**

We acknowledge and assume responsibility for our own actions and behaviour and are entitled to expect the same from others.

I demonstrate this by:

- Only make commitments that I can fulfill and carry out.
- Recognising good performance and addressing performance shortfalls quickly, directly, and fairly.
- Taking responsibility for my work, performance, and personal conduct.

I, (Print Name)....., commit to complying with the Noosa FM Code of Conduct.

Signature.....Date .... / .... / .....

Witnessing Member.....Signature.....