



AMIGOS Standards of Conduct for Summer Programs

The AMIGOS Standards of Conduct are an integral part of building and growing leadership skills. Their primary purpose is to help keep volunteers and program staff safe. The volunteer's adherence to the Standards of Conduct is the primary way that AMIGOS works towards ensuring their health and well-being during the program. The Standards of Conduct come from many years of volunteer experiences and recommendations. In addition to the Standards of Conduct, the group will develop their own, internal set of guiding principles for community living with the completion of a values contract.

Upholding the Standards of Conduct is crucial for:

Development of Leadership

A primary focus of the AMIGOS mission statement is the development of youth leadership. As an AMIGOS student, they should lead with positive examples, be the first to uphold the Standards of Conduct, and be stronger than any pressure to act otherwise. We expect our volunteers to take initiative, be responsible, and to do great things.

Accountability to all AMIGOS Stakeholders

As an AMIGOS volunteer, they are the face of AMIGOS – the leaders of our vast organization. This makes them accountable to all the AMIGOS stakeholders and their actions will impact all the stakeholders and individuals who make their participation in AMIGOS programs possible.

Preserving the Legacy of Both AMIGOS Outreach and Your Involvement

They are now a part of the AMIGOS legacy. It is up to them how their actions will be remembered and connected with our organizations. They are ambassadors of the organization in their home country and abroad.

Personal Health & Safety

AMIGOS has been conducting programs in Latin America since 1965. The Standards of Conduct help to ensure that the health and safety of AMIGOS volunteers is a top priority. AMIGOS takes a restorative approach when volunteers exhibit discouraging behaviors or when they have violated one of our standards. We recognize that adolescence is an important time for self-reflection and growth, and we believe in empowering youth to self-reflect on their behavior. AMIGOS has a zero tolerance policy on illegal activity, serious forms of bullying, and sexual harassment/assault.

Standards of Conduct

The AMIGOS volunteer will:

1. Be thoughtful and self-reflective when interacting with others. Be self-accountable for their decisions, behaviors, and actions and communicate their needs in a healthy manner. Take ownership for their health and safety and will avoid activities and/or behaviors that may be detrimental to themselves, others, or to the program. This includes but is not limited to abiding by the laws of the country in which the volunteer is located, avoiding touching all animals, and adhering to infectious disease mitigation protocols such as wearing face masks, complying with mandatory isolation, or quarantine, if applicable, or adhering to social distancing when directed and/or appropriate.



2. Follow the laws of the host country, county, and state and/or country, county, and state of residence of the volunteer and in line with these laws will not use or possess any drugs that are illegal in the host country, country, or state, your country, county, or state of residence, or the United States.
3. Be conscientious of their surroundings and assigned work area. They will only leave their assigned work area and/or group once they have been granted prior permission from AMIGOS Program staff.
4. Only be a passenger in a motorized vehicle (excluding motorcycles, ATVs, electric scooters, electric bikes, and the like) and will not operate any motorized vehicle, including but not limited to cars, trucks, motorcycles, ATVs, electric scooters, and electric bikes.
5. Recognize the dangers of firearms, fireworks, or explosives and avoid any contact with such thing.
6. Be respectful, courteous, and kind. Avoid any acts of harassment, aggression, or bullying, as defined by AMIGOS.
7. Not consume alcohol during the duration of the program.
8. Avoid the use or possession of all tobacco or cannabis products including, vaping, E-cigarettes, cigarettes, edibles, or anything containing nicotine, cannabis, CBD, or hemp derived oil or distillate.
9. Maintain platonic friendships and avoid any intimate or amorous relationships. This includes, but is not limited to, a relationship with any of the following: community member, Program Staff, or another volunteer.

Potential Consequences for Violations of Standards of Conduct

We understand that adolescence is an extraordinary period of growth and development and that mistakes often provide the best opportunities for growth and development. As a youth organization, we do NOT expect perfection from our volunteers, but rather perseverance and positivity when tackling new challenges and situations. AMIGOS follows a restorative justice approach balanced with protecting the health and safety of volunteers when handling behavior. The following disciplinary actions are guidelines for what happens when there is an infraction against one of our standards. If a volunteer violates the standard of conduct, the project staff and AMIGOS work directly with the individual to understand, discuss, and work to change the behavior. The Standards of Conduct are in place to protect all our volunteers and constituents. In certain situations when the health and safety of a volunteer and or group is compromised, AMIGOS reserves the right to dismiss a volunteer at any point during the AMIGOS experience.

As an organization, these the Standards of Conduct are taken very seriously, and all volunteers are required to sign an agreement as a part of their application process to uphold these standards prior to acceptance into our programs. AMIGOS Standards of Conduct apply during all phases of AMIGOS participation, including training and travel to and from the project.

- Standards Violation Warning: This will be administered for minor, first-time violations that do not represent a threat to the health and safety of the individual, their partner(s), fellow pod members or the reputation of the partner agency/AMIGOS organization. Standards violation warnings are typically given for inadvertent violations or minor incidents in which there was no premeditated intent or in which there were extenuating circumstances. In the event the



volunteer has been given several verbal warnings and there has been no change to correct behavior, an official warning will be given, and parents will be notified.

- Examples of offenses: isolated incident of culturally insensitive behavior, or unknowingly being disruptive to group dynamics after several verbal warnings have been given by staff
- Standards Violation Incident: These are given for more serious and/or intentional violations that could be potentially damaging to the individual, their fellow volunteers, community, partner agency, or the organization. If a volunteer is issued an incident and wishes to return as a volunteer to project staff in subsequent years, their application will be subject to additional review.
 - Examples of offenses: intentionally leaving the assigned area without prior permission, taking medications without prior approval, failure to comply with infectious disease mitigation protocols such as refusal to wear a mask or social distance, or repeatedly rude and/or culturally insensitive behavior despite a warning given from staff
- Standards Violation Dismissal from the Program: Volunteers will most likely be dismissed from the program in situations of repeated or severe violations that are potentially dangerous or harmful to the individual, their partner(s), or the organization. Individuals who are sent home will also be charged for actual costs of flight changes and other costs related to travel, food, and lodging to accommodate an early return in addition to a \$250 administrative fee to AMIGOS. The total cost for an early return can sometimes be well over \$1,000. **AMIGOS has a zero tolerance of serious forms of bullying, harassment, violence, and illicit activities which include the use of drugs and alcohol consumed while on the program. Volunteers who engage in these activities will be sent home.**
 - Examples of offenses: violations involving illegal drugs, the consumption of alcohol, making violent threats, serious derogatory or harassing language or action, serious forms of bullying, amorous or intimate sexual relationships, driving motorized vehicles, repeated leaving of project area without prior approval from the project staff, repeatedly failing to follow infectious disease mitigation protocols such as refusal to social distance and/or wear a face mask, or handling firearms
 - Individuals can also be dismissed for non-disclosure related to medical, mental, or behavioral health issues. For example: A volunteer did not disclose an active eating disorder or active case of depression for which they take daily medications. See the Consent and Release and General Health Criteria for more information on health-related issues.

After Care

At the end of the project, volunteers and families will be emailed a copy of their Standard of Conduct Violation which includes a reflection statement written by the volunteer and the final recommendation from AMIGOS.

If a volunteer has been given a Standard of Violation dismissal and/or serious incident, there will be after care and follow up with the family and/or volunteer to provide the opportunity to reflect, process, and discuss the situation. After care will occur as a phone conversation after the volunteer has returned home. We value the partnership with our families in this process and believe that by working together we can provide more opportunities for growth and self-reflection and learn as an organization how we can continue to better support and assist our many constituents.