



## Membership Drive Workplace Discrimination and Harassment

During the membership drives, you represent KCRW. While we want you to have fun as a drive volunteer, we take workplace discrimination and sexual harassment seriously and want to ensure a comfortable work environment for everyone.

**Federal law protects people from discrimination based on age (40 and above), color, disability (physical and mental, including HIV and AIDS), genetic information, gender (including gender identity and gender expression), marital status, medical condition, national origin, race, religion, sex (includes pregnancy, childbirth, breastfeeding and/or related medical conditions), and sexual orientation.**

We ask that you refrain from verbal comments, gestures, and humor that may be considered offensive to your fellow volunteers and staffers. Your comments, even if not directed at an individual, can be considered harassment when overheard in a conversation. This policy also extends to visual displays like sharing digital images and posting written or visual material in the phone room.

We all have different backgrounds and what might not offend one person could offend another. If you have to ask yourself if something is appropriate, err on the side of caution and don't say or behave in a way that could be misconstrued as sexual harassment or being discriminatory.

Since KCRW can be held liable for your behavior, we take the federal and state laws seriously and expect anyone who is an extension of the organization to conduct themselves accordingly.

If at any time you feel that you have been discriminated against or harassed, please discuss your concerns with a member of the drive team (Brandon DeVine, Andrew Steeley, Christine Hermosisima, and Hannah Tayson).

We are so grateful for your time as a volunteer and are committed to making your experience at KCRW a positive one. Thank you!