

WISCONSIN ASSOCIATION FOR JUSTICE
ANTI-SEXUAL HARASSMENT POLICY

PURPOSE:

WAJ is committed to upholding the dignity and worth of each individual and each member of its organization. Accordingly, WAJ is committed to eradicating sexual harassment in all its forms and manifestations and WAJ encourages its members to make a similar commitment.

WAJ does not tolerate sexual harassment as an employer or within its professional association. WAJ expects its employees and members to adhere to the laws and Rules of Professional Conduct, which prohibit sexual harassment, and to foster a professional environment and legal system that neither tolerates nor enables harassment.

DEFINITION:

The term *sexual harassment* includes, but is not limited to, any unwelcome sexual attention, innuendos, advances, or contact, or requests of a sexual nature, whether verbal, visual, or physical.

POLICY:

WAJ will not tolerate sexual harassment by or among its employees, officers, members, or participants.

Event Policy:

WAJ is committed to providing a safe, productive, and welcoming environment for all its event participants and staff. All participants, including, but not limited to, attendees, speakers, volunteers, exhibitors, sponsors, staff, and service providers, are expected to comply with this policy and refrain from any conduct that constitutes sexual harassment. This policy applies to all WAJ events, including, but not limited to, board meetings, seminars, and social events.

Any member or participant (or their designee) who is subjected to or witnesses sexual harassment at a WAJ event may report the incident to the Executive Director, any officer (President, Vice President, Secretary, or Treasurer), or the Chair of the Women's Caucus. The identity of the complainant will be kept confidential.

If notification of sexual harassment by any member or participant is made during a WAJ event, the Executive Director may take immediate action, including removal of the offending member or participant from the event. Report will thereafter be made to the officers and Chair of the Women's Caucus.

Additionally, and irrespective of whether notification is given during or after an event, WAJ, through the officers and Chair of the Women's Caucus, reserves the right to take any and all action deemed necessary and appropriate in response to a report of sexual harassment, including but not limited to prohibition of an offending member or participant's attendance at future events and any other actions available pursuant to the By Laws.

Employment Policy:

WAJ is committed to providing a safe, productive, professional and welcoming work environment for its employees. All employees of WAJ are expected to comply with this policy and refrain from any conduct that constitutes sexual harassment.

Any employee who is subjected to or witnesses sexual harassment by or among WAJ employees shall report the incident to the Executive Director, any officer (President, Vice President, Secretary, or Treasurer), or the Chair of the Women's Caucus.

A committee comprised of the President, Chair of the Women's Caucus, and one Past President (selected by the President and Chair of the Women's Caucus) will conduct a prompt, thorough, and fair investigation of the complaint. The identity of the complainant/victim will be kept confidential. A confidential report of said investigation will be generated and provided to the WAJ officers (President, Vice President, Secretary, or Treasurer).

Appropriate disciplinary action will be taken against any employee found to be engaging in conduct that constitutes sexual harassment. Discipline may include warning, suspension, demotion, or termination.

The confidential report will be made available to the employee/member who was the subject of the harassment at the closure of the process.

WAJ assures there will be no retaliation against any employee who makes a report of a violation of this policy.