GREAT CONEWAGO PRESBYTERIAN CHURCH ANTI-HARASSMENT POLICY

Purpose Statement

The Great Conewago Presbyterian Church (GCPC) holds the expectation that its staff, Ministers of Word and Sacrament members, church professionals and other church leaders under its direction to conduct themselves in a Christ-like manner that supports and maintains workplaces free of harassment and discrimination for our employees, members, and those with whom we minister.

Great Conewago is committed to maintaining an environment free from harassment or discrimination against any individual regardless of race, sex, age, disability, national origin or ancestry, veteran status, sexual orientation, gender identity, or genetic information. This policy applies to all personnel actions, including but not limited to: recruiting, hiring, classification and compensation, benefits, promotions, transfers, layoffs, reinstatement, and educational programs.

This Anti-Harassment Policy compliments the material contained in the Great Conewago Sexual Misconduct Policy. Please refer to that policy for further information relative to sexual misconduct or harassment.

Definition of Harassment

Harassment is defined as any unwelcome conduct, verbal or physical, that is based on an individual's protected characteristics, including but not limited to race, color, ethnicity, national origin, sex, gender identity, sexual orientation, age, disability, marital status, or any other protected status under applicable law. Harassment may include, but is not limited to, offensive jokes, slurs, epithets, physical assaults, threats, intimidation, ridicule, insults, and the display, mailing, or emailing offensive pictures or objects.

Creating a Safe Environment

Employees, ministers of Word and Sacrament, certified Christian Educators, Commissioned Ruling Elders and inquirers and candidates under care of the presbytery are required by the *Book of Order* (G-2) to receive boundary training authorized by the presbytery once every 36 months. The boundary training shall include the topics of sexual misconduct, child sexual abuse prevention training, and Anti-Harassment. Great Conewago Presbyterian Church adheres to these directives and shall require all employees, ministers of Word and Sacrament members, church professionals and other church leaders under its direction to review and abide by this Policy.

Complaint Procedure

An Employee who believes that he or she has been harassed or subject to discriminatory employment practices should immediately report the matter to one of the Session

Members or the Pastor. Reports may be verbal or written. Any church member or leader who becomes aware of any possible harassment or discriminatory employment practices must immediately advise a Session member, Pastor or moderator.

Reports of Sexual Abuse, which is defined by D-7.09 of the Church Discipline section of the Book of Order as sexual conduct in relation to any person under the age of eighteen years or anyone without the capacity to consent, or any person when the conduct includes force, threat, coercion, intimidation, or misuse of ordered ministry or position, should follow the procedure outlined in the Church Discipline Section of the Book of Order and any Sexual Misconduct Policies of Great Conewago. Reports of this nature shall be reported to the Session and ANY other authorities required by mandatory reporting laws.

Upon receipt of a report of harassment or discrimination, an investigation will be initiated by the Session. This investigation will be handled discreetly and confidentially. The purpose of the investigation is to verify that such conduct is occurring or has occurred and to take steps to ensure that such conduct does not continue. After investigation, any Employee/Volunteer that has been found to have engaged in unlawful or prohibited harassment or conduct will be subject to corrective or disciplinary action, up to and including termination of employment. The authorities of GCPC shall notify the Presbytery of Carlisle of the incident/investigation and all subsequent proceedings.

AND/OR

The complainant may initiate a disciplinary action using "Church Discipline" in the *Book of Order* (D-7 through D- 10), if the accused person is a member of the Presbyterian Church (U.S.A.).

AND/OR

The complainant should call the police and report a crime if the nature of the complaint rises to that level.

Retaliation

Retaliation against anyone who files a harassment charge or who participates in the investigation of these charges is strictly prohibited. Anyone filing a harassment or discrimination complaint or assisting in the investigation of a complaint shall not be adversely affected in terms and conditions of employment nor discriminated against in any manner because of the complaint.

Adopted by the Great Conewago Presbyterian Church Session on March 15, 2026