

CODE OF CONDUCT

The Mississippi State University Extension Service prides itself on providing quality educational programs. The primary purpose of this Code of Conduct is to ensure the safety and well-being of all participants. The elements of the conduct standards revolve around two key character traits: 1) respect for self and others, and 2) diligence in maintaining a high standard of professionalism in working with others.

MSU EXTENSION VOLUNTEERS AGREE TO:

SHOW RESPECT

1. Respect and follow state MSU Extension policies, along with specific county policies and program expectations.
2. Accept responsibility to promote and support MSU Extension with dignity and pride in order to develop an effective county, district, and state program.
3. Present yourself as a positive role model (be courteous, respectful, cooperative, and a good sport).
4. Treat all program participants, volunteers, and Extension staff with respect.
5. Promote a positive learning environment.
6. Do not participate in and do not tolerate physical or verbal abuse.
7. Conduct educational programs in a nondiscriminatory manner. Comply with equal-opportunity and anti-discrimination laws.

BE PROFESSIONAL AND DILIGENT

8. Use only Extension-recommended instructional materials, methods, and procedures.
9. Maintain a professional appearance and demeanor.
10. Achieve and maintain a high standard of work. Demonstrate knowledge of the subject matter, methods, and procedures related to specific assignments.
11. Make adequate preparations for presentations. Use neat and professional instructional materials. Begin and end presentations on time.
12. Refrain from endorsement of brand-name products or companies to the exclusion of others.
13. Do not, under any circumstances, possess, sell, or consume alcohol or controlled substances at any MSU Extension activity or event. Do not use illegal drugs.
14. Refer problems and questions to Extension staff (county director, Extension agent, and/or state program staff).

It is important that all MSU Extension volunteers comply with the Code of Conduct. Failure to comply with any component of the code or participation in other inappropriate conduct as determined by MSU Extension representatives may lead to dismissal as a volunteer.