## Anti-Discrimination Policy: Sample 1

Adopted by the Board of Directors on [DATE]

[Nonprofit Name] does not and shall not discriminate on the basis of race, color, religion (creed), gender, gender expression, age, national origin (ancestry), disability, marital status, sexual orientation, or military status, in any of its activities or operations. These activities include, but are not limited to, hiring and firing of staff, selection of volunteers and vendors, and provision of services. We are committed to providing an inclusive and welcoming environment for all members of our staff, clients, volunteers, subcontractors, vendors, and clients.

[Nonprofit Name] is an equal opportunity employer. We will not discriminate and will take affirmative action measures to ensure against discrimination in employment, recruitment, advertisements for employment, compensation, termination, upgrading, promotions, and other conditions of employment against any employee or job applicant on the bases of race, color, gender, national origin, age, religion, creed, disability, veteran's status, sexual orientation, gender identity or gender expression.

## Anti-Discrimination policy: Sample 2

It is the policy and commitment of [Nonprofit Name] that it does not discriminate on the basis of race, age, color, sex, national origin, physical or mental disability, or religion.

### Equal Employment Opportunity

[Nonprofit Name] is committed to a policy of equal employment opportunity and does not discriminate in the terms, conditions, or privileges of employment on account of race, age, color, sex, national origin, physical or mental disability, or religion or otherwise as may be prohibited by federal and state law.

Any employee, board member, volunteer or client who believes that s/he or any other affiliate of [Nonprofit Name] has been discriminated against is strongly encouraged to report this concern promptly to the Executive Director.

### Discriminatory Harassment

Harassment or intimidation of a client, staff person or guest because of that person’s race, age, color, sex, national origin, physical or mental disability, or religion is specifically prohibited and may be grounds for termination. Harassment and intimidation includes abusive, foul or threatening language or behavior. [Nonprofit Name] is committed to maintaining a workplace that is free of any such harassment and will not tolerate discrimination against staff members, volunteers or agency clients.

Issues of discriminatory treatment, harassment, or intimidation on any of these bases should immediately be reported to the Executive Director or immediate supervisor and, if substantiated, prompt action will be taken.

## additional resources

* Title VII of the Civil Rights Act of 1964 (applies to employers with 15 or more employees): <https://www.eeoc.gov/statutes/title-vii-civil-rights-act-1964>
* Washington State Human Rights Commission (applies to employers with eight or more employees): <https://www.hum.wa.gov/employment>

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| **Important Note from NAWA:** This information is provided for educational purposes only and does not constitute legal or technical advice. If you are unsure about anything covered in this sample, we suggest that you contact the appropriate agency or seek professional advice. |