



Diocese of  
Green Bay

## Youth Employee Code of Conduct

Children and individuals at risk depend on the community at large to help keep them protected and safe.

As a youth employee, I have a role and responsibility in promoting a healthy and safe environment for children and individuals at risk as well as for my peers and the adults in our community. I pledge to witness in word and example my discipleship in Jesus and model a life consistent with the teachings of the Catholic Church, promoting through my own choices and behaviors a way to love God and neighbor as self.

### As a youth employee, I will:

Treat everyone with respect, loyalty, patience, courtesy, and dignity through my behavior, language, and dress.

Treat all property and materials with respect.

Maintain a positive attitude and spirit rather than one tainted by criticism, sarcasm, competition, or comparison, when working with children, individuals at risk, peers, and other adults.

Uphold all guidelines, rules, or requirements as set forth by the ministry supervisor and the program in which I am serving.

Avoid situations where I am alone with children, individuals at risk, other young people, or other adults.

Inform the ministry supervisor, principal, pastor, or pastoral leader if a child, individual at risk, peer, or other adult gives me a gift.

Refrain from giving expensive gifts to children, individuals at risk, my peers, or other adults without prior written approval from the parents or guardians and ministry supervisor, principal, pastor, or pastoral leader.

Report any suspected abuse to the ministry supervisor, principal, pastor, or pastoral leader, or if necessary, the Office of Safe Environment (920) 272-8174 or toll-free 1-877-270-8174.

### When acting as a youth employee, I will not:

Possess any weapon, tobacco product, alcohol, any illegal drug or sexually explicit material.

Use profanity, humiliate, ridicule, threaten, or degrade any child, individual at risk, peer, or other adult.

Touch a child, individual at risk, peer, or other adult in a sexual or other inappropriate manner.

I understand that as a youth employee serving children, individuals at risk, peers, or other adults, I agree to participate in all training as requested by my ministry supervisor, principal, pastor, or pastoral leader. I pledge to adhere to this Code of Conduct, and I understand that any action inconsistent with this Code or failure to take action outlined in this Code of Conduct may result in my removal as a youth employee.

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Youth Employee's Printed Name

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Youth Employee's Signature (date)

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Parent of Youth Employee Printed Name

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Parent of Youth Employee Signature (date)

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Approved by Bishop Zubik 6/10/2004

Reviewed by Bishop Ricken 6/10/2009

®1222AC (original), ®1222SE 3-14-2017 (updated)

LoSEC Manual/Safe Environment/2023