Prescott Historical Society
NON-DISCRIMINATION POLICY

In recognition of its legal and moral obligations, the Prescott Historical Society hereby commits itself to a policy of non-discrimination as follows:

- The Prescott Historical Society shall not discriminate on the basis of race, color, national origin, religion, age, disability, genetic information, sex, pregnancy, military or veteran status, or any other status protected by federal law, state law, or regulation. Equal Opportunity applies to such employment practices as hiring, upgrading, demotion, transfer, recruitment, advertising, layoff, termination, rates of pay or other forms of compensation, selection for training, job assignments, accessibility, working conditions, and special assignments.

- All Prescott Historical Society management personnel shall actively support recruitment and career development programs to ensure equitable representation of individuals on a nondiscriminatory basis, in all job categories and pay grades.

- The Prescott Historical Society shall not tolerate discrimination in the agency as it creates an intimidating, degenerating, hostile, and offensive working environment. Each employee has an affirmative duty to maintain a workplace free of harassment, intimidation, discrimination. The Department of Insurance and Financial Institutions prohibits retaliation against any individual who reports discrimination or harassment or participates in an investigation of such reports.

- The Prescott Historical Society will post the Non-Discrimination Policy throughout departmental facilities and communicate electronically either by email and/or by posting on employee-facing websites/intranet pages, as appropriate.

- All written bid announcements, requests for proposals, employment announcements, requests for applications, program brochures, literature, and general solicitations shall include the phrase:

  "AN EQUAL EMPLOYMENT OPPORTUNITY AGENCY"

The Prescott Historical Society is committed to ensuring that all its employees can work in an environment free from harassment, discrimination, and retaliation.

As Director of the Prescott Historical Society, I am committed to the principles of Equal Employment Opportunity. To ensure the dissemination and implementation of the Equal Opportunity Plan throughout all levels of the Department, David Hernandez shall serve as the Equal Opportunity Administrator for the Prescott Historical Society. David Hernandez may be contacted at 928-277-2010 and david.hernandez@sharlohallmuseum.org
This policy is accessible to employees on the Sharlot Hall Museum website www.sharlothemuseum.org.

Lisa Hayes/ Executive Director

Date

Any employee who has any questions or concerns about this policy should talk with David Hernandez at 928-277-2010 or david.hernandez@sharlothemuseum.org.