

- being at work in a state of intoxication (whether drugs or alcohol) as to prevent or impede the proper performance of duties;
- the possession, use or supply of any illegal drug; and Fraud
- Misconduct that does not constitute gross misconduct, but continues after the Collective has complied with the procedural requirements contained in the discipline policy and the Constitution.

22.4 **Supervision** -Ideally, professional supervision is provided by an appropriately qualified individual, and is external to the youth worker's agency. However factors (such as experience of the youth worker, financial constraints, level of involvement etc.) may result in alternative forms of supervision (such as trained peer supervision or internal supervision). A supervision contract should always be entered into.

### 23 Alteration of the Code

23.1 The Code of Ethics may only be amended in any way by a 2/3 majority of eligible members of the Canterbury Youth Workers' Collective personally present at any General Meeting

23.2 At least fourteen (14) days notice of the proposed alteration, including all relevant details must be given to all members of the Collective.



#### Contact Us

Kevin Grimwood *Network Coordinator*

Rebecca Hona *Administrator*

PO Box 3270, Christchurch

79 Hereford Street, Level 1, Guardian Assurance House

Phone 03 377 8080 or 021 502 113 (Kevin)

Email [Kevin@cantyouthworks.co.nz](mailto:Kevin@cantyouthworks.co.nz)

or [Rebecca@cantyouthworks.co.nz](mailto:Rebecca@cantyouthworks.co.nz)



CODE OF

ETHICS

4TH EDITION 2005

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**We aim to support youth workers to provide a professional service to young people while promoting that self care is paramount.**

## The Purpose of the Code of Ethics

Youth Workers exist in the space created by young people's exclusion from full membership of Aotearoa, in the struggle by young people for survival and recognition, on the one hand, and the struggle by society for order and control, on the other. The core youth work practice lies in connecting, maintaining and developing the relationship between the young person and their four key social elements being family, peers, the community and the young person's education/training/vocation. The following principles are informed by this core position.

## Canterbury Youth Workers Collective

The Canterbury Youth Workers Collective (CYWC) is a professional body for Youth Workers in Canterbury and has a membership of over 150 Youth Workers and 40 Youth Agencies from a diverse range of Youth Work. Below are some of the things we do:

- ★ Organise **Monthly Network Meetings**. Our Collective meetings are hosted by different youth agencies from Canterbury once a month. Anyone who has an interest in youth work can come along to hear about the agency & network with other youth worker
- ★ Provide **personal & professional support** for youth workers
- ★ Ensure that youth work in Canterbury is carried out in a planned & effective way by coordinating **relevant skills training**. We run various trainings each year such as Ethics in Youth Work training, ½ day to 3 day training hui & a Marae Stay once a year (all our training consist of different workshops relevant to youth workers)
- ★ **Support other regions nationally** by helping them strengthen their networks, we share resources & help to facilitate the National Youth Workers Network by telephone conference each month
- ★ **Promote Youth Work as a profession** & foster the credibility of Youth Work locally & nationally
- ★ **Resource sharing** i.e. e-new, newsletters, flyers and general info
- ★ Support & run **youth work related projects**
- ★ With the help of volunteer youth workers, we **work at Big Events** such as Christmas in the Park & New Years Eve to help keep the youth around Canterbury safe.

## Human Rights Commission

The following are some examples of sexual harassment:

- personally offensive or suggestive verbal comments;
- sexual or smutty jokes, cartoon, posters, pin-ups, repeated inappropriate comments or teasing about a person's alleged sexual activities or private life;
- offensive hand or body gestures, questions, comments, abuse or leering;
- being followed home from work;
- unwanted deliberate physical contact such as patting, pinching, rubbing touching or putting an arm on another person's body;
- persistent unwelcome invitation to social events or for sex with implications or threats of detrimental treatment; or
- sexual assault or rape.

"Sexual harassment can be perpetrated by one person, or a group of persons. In the Commission's experience, sexual harassment almost always involves men harassing women. The harassers and their victims came from a variety of social their victims came from a variety of social backgrounds". **Human Right Commission**

22.2 **Client** means the young person with whom the Youth Worker engages. The Youth Work relationship commences from the first contact a Youth Worker has with the young person in their capacity as a Youth Worker, and ceases by the necessity or by the mutual agreement (either implied or expressed) of the Youth Worker and the young person.

22.3 **Serious Breach** means either:

- Gross misconduct which includes but is not limited to:
  - theft from a client, employer or colleague;
  - physical violence against a client or colleague;

## 19 Safe Practice

- 19.1 Youth workers will comply with the provisions of the Health and Safety in Employment Act.
- 19.2 Youth workers will ensure appropriate risk management practices are undertaken for all activities involving young people.

## 20 UN Convention on the Rights of the Child

- 20.1 Youth Workers will acknowledge and comply with the provisions of the UN Convention on the Rights of the Child.

## 21 Breach of the Code

- 21.1 Where a Youth Worker breaches this Code of Ethics and a complaint is made to the Canterbury Youth Workers' Collective, the Collective's complaints procedure will be followed
- 21.2 A serious breach of the Code constitutes acting in a manner injurious to the Canterbury Youth Workers' Collective and may result in expulsion from the Collective pursuant to Clause 7 of the Collective's Constitution. 'Serious breach' is defined in Clause 22.3 of this Code.

## 22 Definitions

- 22.1 **Sexual Harassment** is any unwelcome or offensive sexual behaviour that is repeated or significant enough to have a harmful effect. "Sexual Harassment can include a wide range of behaviour of a sexual nature causing another person distress. Behaviour that constitutes sexual harassment may vary from the extreme case where rape occurs through to persistent sexual jibes and innuendo. The decision as to whether a complaint has substance will depend on the circumstances, including the nature of the sexual conduct".

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## 1 Primary Client

- 1.1 Within the context of their legal obligations, and despite the numerous demands, contracts, individuals and groups impacting on Youth Workers, **the primary client of the Youth Worker is the young person with whom they engage.** *Client* is defined in Clause 22.2 of the Code.
- 1.2 Where a conflict exists between the obligation to one young person and another, it should be resolved in ways that minimise harm to both parties, and provides continued support to the person least advantaged by the resolution.
- 1.3 Youth Workers primary role is to provide a supportive and empowering relationship to a young person. The main focus of a youth worker must be to support and empower young people.

## 2 Jurisdiction

- 2.1 This code covers behaviour which relates to or affects a Youth Worker's youth work practice.

## 3 General Obligations

- 3.1 Youth Workers should perform their duties honestly and impartially and avoid situations which might compromise their integrity or otherwise lead to conflicts of interest.
- 3.2 Youth Workers should carry out their duties in an efficient and competent manner and avoid behaviour which might impair their effectiveness.
- 3.3 Youth Workers should avoid any activities whether connected with their official duties or otherwise which would bring the young people they engage with, their fellow workers, the agency they work for or their profession into disrepute.
- 3.4 In performing their duties Youth Workers should respect the rights of the young people they engage and their fellow workers.

## 16 Sexual Propriety

- 16.1 Youth Workers must not enter into a dating relationship, whether sexual or not (regardless of age of consent), with an existing client or within 12 months of the Youth Worker/client relationship ending. A Youth Worker shall not make sexual advances to a client verbally, physically or by innuendo.
- 16.2 Youth Workers will not engage in any sexual relationship with any young person under the age of consent.
- 16.3 A sexual relationship, sexual contact, or any other form of sexual behaviour between a Youth Worker and a client is never a valid form of therapy or assistance.
- 16.4 Youth Workers must not sexually harass clients or colleagues; nor must they condone sexual harassment by others. Sexual harassment is defined in clause 22.1 of this Code.
- 16.5 The provisions of the Human Rights Acts 1991 are acknowledged.

## 17 Boundaries

- 17.1 It is always a Youth Worker's responsibility to create and maintain appropriate physical, emotional, sexual and spiritual boundaries.

## 18 Self Care

- 18.1 Ethical Youth Work practice is consistent with preserving the physical, emotional and mental health of Youth Workers.
- 18.2 All Youth Workers will endeavour to practice self-care, understanding clear boundaries and their limitations. This is vital to increase best practice and resiliency in themselves and their work with clients.
- 18.3 It is compulsory that youth workers in partnership with their agency obtain professional supervision on a regular basis to uphold self-care, further work practices and ethics.

- 11.3 The young person will be informed of any information collected by the Youth Worker or agency, and the reasons for the collection.

## **12 Knowledge and Training**

- 12.1 Youth Workers have a responsibility to keep up-to-date with information, resources, knowledge and practices needed to meet their obligations to young people.
- 12.2 Youth Workers will make it a priority to receive any training made available to them to enhance their skill level and practice.
- 12.3 The Youth Worker will attend a Code of Ethics workshop when becoming a member of the Canterbury Youth Workers Collective.

## **13 Self-Awareness**

- 13.1 Youth Workers should, in line with best practice, be consistently working towards being conscious of their own values and interests, and will approach differences in those with whom they work with humility.
- 13.2 A Youth Worker will be aware of personal issues that may affect their ability to work effectively. In such circumstances a Youth Worker will make an appropriate referral to another worker/agency.

## **14 Co-Operation**

- 14.1 Youth Workers will seek to co-operate with others in order to secure the best possible outcomes for young people.

## **15 Corruption**

- 15.1 Youth Workers and agencies will not advance themselves at the expense of young people.

- 3.5 Youth Workers should always show respect in regards to the work of other Youth Workers, providing they are not found to be acting contrary to the Code.

## **4 Informed Consent**

- 4.1 Youth Workers are expected to fully inform clients of the services they offer and the nature of any proposed involvement. Where possible it is important to obtain a client's informed consent to participate in any service offered.
- 4.2 Youth Workers have a responsibility to fully inform clients of their rights and of avenues for complaints they may have about the services provided.

## **5 Limitations**

- 5.1 Youth Workers have a responsibility to be conscious of the limits of their own competence, to offer only those services within their abilities, and to refer matters outside their competence to appropriate services and trained individuals.

## **6 Non-Discrimination**

- 6.1 Youth Workers will maintain the worth and dignity of all young people.
- 6.2 Youth Workers practice will not unlawfully discriminate against any person on the basis of their gender, marital status, religious belief, ethical belief, colour, race or ethnic or national origins, disability (physical, psychiatric and intellectual), age, political opinion, employment status, family status, or their sexual orientation (Human Rights Act 1991 acknowledged).
- 6.3 Youth Workers will show respect to their client's personal beliefs, and will not abuse their professional position to persuade clients to their political, religious, ethnic or cultural beliefs.
- 6.4 Youth Workers are expected to accept the responsibility of their role in their community and challenge racist behaviour.

## **7 Cultural Diversity**

- 7.1 Youth Workers will be culturally sensitive to all young people they engage with, respecting any cultural differences from their own.
- 7.2 Youth Workers will not impose mono-cultural values on any client from any cultural background.

## **8 Bi-Culturalism**

- 8.1 Youth Workers will work in line with the Articles and Principles of Te Tiriti O Waitangi in their work with any young person, their family, whanau, colleague or employer.
- 8.2 Youth Workers recognise the rights of Maori clients to make the choice of having a Maori Youth Worker and wherever possible should provide access if requested by Maori clients.
- 8.3 Youth Workers will take personal responsibility to receive training on an ongoing basis in Tikanga Maori and Te Reo Maori, and apply this training where appropriate. This education and training will include a knowledge and understanding of their own ethnicity and the actual history of Aotearoa.
- 8.4 Youth Workers should work with agencies and organisations whose policies, procedures and practices reflect the Articles and Principles of Te Tiriti O Waitangi. Youth Workers should role model best practice and advocate for change towards a bi-cultural model of practice when working with agencies and organisations that work from a mono-cultural base.
- 8.5 Youth Workers and agencies should actively consult with Mana Whenua to ensure that the structures, aims and functions of the agencies are working to provide the best standards of service.

## **9 Empowerment**

- 9.1 Youth Workers seek to empower young people and will work to ensure that they have a greater say in decisions which will affect them.

- 9.2 If a client lacks capacity, or is otherwise unable to act with self-determination, the Youth Worker has a duty to protect the client's rights and welfare.

## **10 Transparency**

- 10.1 The contract between a Youth Worker and any young person will be open and truthful.
- 10.2 Any interests of other stakeholders will not be hidden from the young person.

## **11 Confidentiality**

- 11.1 The Youth Worker will comply with the provisions of the Privacy Act 1993.
- 11.2 The relationship between the Youth Worker and any young person they engage is confidential. In any circumstance the Youth Worker will use his or her best endeavours to obtain permission from the young person before disclosing any information to a third party. It is not necessary in the following circumstances.
  - 11.2.1 In an emergency, a Youth Worker may need to make a professional decision to provide client information in his/her best interests. In that event, it is the Youth Worker's duty to inform the client as soon as possible of any information divulged to a third party.
  - 11.2.2 Youth Worker may be compelled by legislation or the Courts to disclose client information. It is a Youth Worker's duty to inform the client of any such limitations to confidentiality.
  - 11.2.3 A Youth Worker may conclude that the client or someone else may be endangered by non-disclosure. In that event, the Youth Worker may make a professional decision (preferably after consultation with colleagues) to disclose client information.