

Presbytery of Southern New England
Personnel Policy and Practice
September 17, 2005

4.0 EMPLOYMENT, HIRING AND CALLS

4.1 NON-DISCRIMINATION

The Presbyterian Church (U.S.A.), the Synod of the Northeast, and the Presbytery of Southern New England are all equally and deeply committed to fair employment practices and equal employment opportunities for all applicants for employment and for all employees. Presbytery, accordingly, seeks to avoid discrimination of any sort in the employer-employee relationship. It operates under the mandates of the PCUSA Book of Order and the various policies of its General Assembly; and in compliance with the Civil Rights Act of 1964 and 1968, the Equal Employment Act of 1972, the Equal Pay Act of 1963, all comparable laws of the State of Connecticut, and all regulations, guidance, and Executive Orders related to any such statutes. In carrying out this commitment, Presbytery shall:

- a. Recruit, hire, and promote persons in all job classifications without regard to race, color, national origin, sex, age, marital status, sexual preference, gender, creed, religious affiliation (except where religious affiliation is determined to be a bona fide occupational qualification), or disability unrelated to the abilities involved in the job.
- b. Conduct periodic analysis of all personnel actions and develop plans to insure that Equal Opportunity is supported through an Affirmative Action program. Affirmative Action is the execution of a set of specific and result-oriented procedures designed to eliminate discriminatory practices.
- c. Avoid employing or assigning persons in positions where they would be working, directly or indirectly, for a relative, or where a relative would participate in any performance evaluation or recommendations on salary or promotion.
- d. Provide equal opportunities for training during employment.
- e. Insure that all personnel matters such as compensation, benefits, transfer, leaves of absence, lay-offs, return from lay-offs, education, tuition assistance, and all others will be administered on a non-discriminatory basis.

Presbytery shall not be limited to these actions in carrying out the commitment described in this Section 4.1.