



## **Organization Ethics**

Imagine!'s ethical standards are, more than anything, about treating people with respect and dignity. We will respect people's opinions and privacy, and act with fairness, honesty and genuine concern. All employees and volunteers are all expected to follow ethical standards of conduct in their dealings with consumers, and with one another, as well as with the community at large and stakeholders.

We promote ethical conduct in business, financial, marketing and professional actions. Should any allegation of unethical conduct be made known it will be investigated and resolved expeditiously by the appropriate level of management. Grievances are expected to be resolved between the persons in the conflict unless there is adequate reason to bypass that route of communication.

Imagine! believes that an individual's contribution in the community as a valued, interdependent, member occurs when human dignity is respected and opportunities are provided to pursue responsible actions. While as paid human service professionals, staff cannot create inclusive communities, we can positively impact on their emergence and growth. We commit ourselves to the following basic human principles in relation to the people we serve, our community and our stakeholders:

### ***Choices***

We respect the right of consumers to make choices and accept the responsibility for those choices. We recognize that some people will need help in learning to make informed choices. We will be honest with people about the relevance of our services to their needs. If appropriate we will refer them elsewhere for assistance.

### ***Individuality***

Consumers receive assistance as unique individuals with varying interest and aptitudes.

### ***Respect***

Services are always dignified, age appropriate, and life enhancing.

### ***Participation***

Consumers are encouraged to actively participate in all pursuits of life.

### ***Competence***

Consumers are provided with opportunities to develop skills of interest and use in their lives by discovering and expressing talents and capacities.

### ***Social Connectedness***

Consumers are encouraged to access diverse individuals in various social contexts in order to build friendships, working relationships, and networks of individuals who share common interests.

### ***Community Settings with Minimal Intrusion***

Services are designed to support people in their pursuit of a quality life in natural settings and in ways that are as –typical of other community members and as socially valued as possible.

### ***Services Provided by Imagine!***

At all times, the person served is the central driving force in the development of options and decisions. In the design of services, staff has an obligation to utilize principles that promote services consistent with human dignity.

We also commit ourselves to the following ethical standards in business, financial practices and marketing activities:

*Imagine! will provide staff with the information they need to complete their jobs responsibly and effectively.*

*Imagine! will treat staff and consumers with respect and fairness.*

*Imagine! will stay abreast of current trends in the field in order to serve the interests of their community, consumers and staff.*

*Imagine! will provide its Board of Directors with adequate information to make decisions.*

*Imagine! will utilize the organization's resources in a fiscally prudent manner.*

*Imagine! will present honest and accurate information and data, both programmatic and financial.*

*Imagine! will maintain audited financial information.*

*Imagine! will explain what we stand for when marketing our services, without criticizing any other agency.*

*Imagine! will follow all applicable laws.*

*Imagine! will work collaboratively with other organizations.*

*Imagine! will advocate for adequate pay and staffing patterns for staff.*

Imagine! strives to be a cutting edge organization that excels in innovation and problem solving, and where individual and organizational leadership is strong in all aspects and capacities. Our services are consumer driven, delivering hope, possibilities and value above and beyond requirements and expectations. We are responsive to our consumers and follow through on our promises.

Imagine! strives to create a work environment that is exciting, challenging, and flexible, and where staff have autonomy and are limited only by their own imaginations. We believe our staff members are our most important asset, therefore, professional development and continuous learning are paramount.

Imagine! values the balance between work and personal life, and we encourage employees to use leave time, benefits, and company sponsored social events to maximize their well being and enjoyment of life at work and beyond.