

# ACTRA

## ACTRA Montreal Professional Development Code of Conduct for workshop instructors

ACTRA Montreal and its Professional Development Committee (PDC) are committed to creating safe, inclusive and respectful environments for artists to learn; free from discrimination, harassment (which includes sexual, racial or personal harassment), coercion, manipulation, intimidation and violence.

Harassment can take many forms, including unwanted sexual attention, jokes or inappropriate language, threats and other verbal, written, visual and physical communication or unwanted behaviour.

Workshop instructors are responsible for creating a positive, healthy and safe environment. As such, workshop participants should be able to expect the following:

- A workplace that encourages the creative process, allows for transparent communication and promotes mutual respect between individuals.
- A workplace free of harassment, discrimination, intimidation and violence in all its forms.
- Where harassment, discrimination or violence exists, participants should have the power to speak out and report abuse in good faith without fear of reprisal.
- A workplace that recognizes and respects the personal and physical limitations of others.
- A workplace in which there is no expectation to be alone with the instructor or another participant.
- A workplace which meets all required health and safety standards of the Commission des normes, de l'équité, de la santé et de la sécurité du travail (CNESST).
- Workshop material that may be offensive or triggering (i.e. scenes with extreme violence) should only be presented following careful, sensitive and respectful consultation with all participants. Material that includes nudity or sexual content should not be used.
- Workshop material with specific cultural or gender identity content should only be presented following careful, sensitive and respectful consultation with all participants.
- At all times, if it is necessary for participants to engage in any form of physical contact, instructors have a responsibility to actively ensure that the contact is consensual, and that participants retain the right to retract their consent at any time.

As an instructor engaged by ACTRA Montreal, I have read and agree to abide by the terms of this Code of Conduct.

\_\_\_\_\_  
Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**Alliance of Canadian Cinema, Television and Radio Artists**

**ACTRA Montreal**

Affiliated with the Canadian Labour Congress (CLC)

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