

PROFESSIONAL STANDARDS POLICY

From time to time the Guild receives complaints about the professional conduct of members. The existing bylaws address this topic as follows:

- C. Membership in the Guild of an individual may be terminated by two-thirds (2/3) vote of the Board of Trustees in person at any hearing into alleged violations of the Guild's Code of Ethics and Professional Standards provided that the member is given at least fifteen (15) days notice of said hearing, and reasonable opportunity to appear before the Board of Trustees in his or her defense. The Board may also choose to take a lesser action, such as temporary suspension of membership, by a two-thirds (2/3) vote of the Board of Trustees. The Board will maintain a Professional Standards Policy to provide direction in these situations.

POLICY STATEMENT ON PROFESSIONAL STANDARDS

The Board will maintain a Professional Standards Committee consisting of the Board President and two other certified Board members. Complaints received will be discussed among these three members and investigated by them, if appropriate. The committee will always maintain strict confidentiality.

Situations Involving Job Referrals From The Guild

If a member receives a job referral from the Guild and performs poorly, this reflects badly on the organization and could impact the future ability of all members to receive work through the Guild. Therefore, the Guild has a legitimate right to investigate and possibly take action. The Professional Standards Committee will conduct an investigation, requiring the complaint to be in writing and signed, and giving the member ample opportunity to present their side. If the committee feels the complaint was justified, it will attempt to work with the member using a mentoring approach to seek improved future behavior. In serious situations the committee might recommend additional action to the Board. Only in these cases will the full Board be given the member's name and the specific details of the situation. The Board may, as specified in the bylaws, choose to terminate the membership, or may choose a lesser action such as a suspension from the job referral list. The Board will always maintain strict confidentiality.

Situations Not Involving Job Referrals From The Guild

If alleged unprofessional behavior was not in connection with work referred via the Guild, the organization has very little ability to take action due to employer/employee confidentiality and legal issues. No investigation will be conducted and no actions will be considered. However, some members might appreciate being told if a complaint has been received against them so they can consider possibly altering their behavior in the future. The Professional Standards Committee may, therefore, choose to contact the member and discuss the matter in a purely mentoring approach.