



**Manitowoc
Cooperative
Ministry**

920.682.4688 -- mcmunited.com -- facebook.com/mcmunited

First Presbyterian Church (PCUSA)

502 N 8th St, Manitowoc, WI 54220 (MCM Office location)

Peace United Church of Christ (UCC)

3613 Waldo Blvd, Manitowoc, WI 54220

Pastor Matt Sauer 920.860.6880 (voice/text) matt@mcmunited.com

ANTI-HARASSMENT POLICY

Approved: February 11, 2025

Policy Statement:

Manitowoc Cooperative Ministry is committed to maintaining an environment that is free from harassment. Harassment in any form is strictly prohibited and will not be tolerated. This policy is designed to comply with the laws of the state of Wisconsin and to promote a safe and respectful community for all staff, volunteers, visitors, and meeting participants.

Scope:

This policy applies to all members, staff, volunteers, visitors, and participants of Manitowoc Cooperative Ministry, regardless of their position or relationship to the church. It covers all forms of harassment, including but not limited to racial harassment, ethnic harassment, religious harassment, and any other form of harassment prohibited by Wisconsin law.

Definition of Harassment:

Harassment is defined as unwelcome conduct, whether verbal, written, physical, or visual, that is based on a protected characteristic and creates an intimidating, hostile, or offensive environment, or interferes with an individual's participation in church activities. Protected characteristics include, but are not limited to, race, color, national origin, religion, gender identity, sexual orientation, age, disability, or any other protected status under Wisconsin law.

Examples of harassment may include, but are not limited to:

1. Offensive comments, jokes, or slurs based on a protected characteristic.
2. Displaying or circulating offensive or discriminatory material within the presbytery office and meeting premises.
3. Bullying, intimidating, or hostile behavior based on a protected characteristic.
4. Persistent or unwelcome conduct that interferes with an individual's participation in church activities or creates an intimidating, hostile, or offensive environment.



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Reporting Procedure:

Manitowoc Cooperative Ministry encourages the reporting of all incidents of harassment promptly. If a member, staff, volunteer, visitor, or participant believes they have been subjected to harassment or witnessed harassment, they should follow these steps:

1. **Report the incident:** The individual should report the incident immediately to the Pastor, Stated Clerk, or Council President.
2. **Investigation:** Manitowoc Cooperative Ministry will promptly and thoroughly investigate all complaints of harassment. The investigation will be conducted in a confidential, sensitive, and impartial manner. All parties involved will be provided with an opportunity to present relevant information.
3. **Remedial Action:** If an investigation reveals that harassment has occurred, appropriate remedial action will be taken. This may include counseling, education, mediation, or other appropriate measures. In cases where the conduct violates the law or church policies, disciplinary action, up to and including removal from leadership positions, termination of employment, or membership, may be taken. Manitowoc Cooperative Ministry will also take steps to prevent further harassment and ensure that the victim is protected from retaliation.

Non-Retaliation:

Manitowoc Cooperative Ministry prohibits retaliation against any individual who reports harassment or participates in an investigation. Retaliation includes any adverse action taken against the individual, such as exclusion from church activities, removal from leadership positions, or any other negative consequence within the church community. Any act of retaliation should be reported immediately and will be treated as a separate violation of this policy.