



**Bloomsburg University of Pennsylvania**  
*Residence Life Hall Staff Code of Ethics*



*I understand that this statement provides standards designed to guide my personal and work related behavior as a staff member in Residence Life. I commit to maintain my own integrity, that of the CA/AHD/GHD position, and that as a representative of Bloomsburg University by abiding by the ethical standards below. I understand that if I fail to abide by these ethical standards, it may result in probationary status or termination from the position.*

#### Responsibility to Students

1. I will treat students as individuals who possess dignity, worth and the ability to make choices for themselves. I will assist students in becoming productive, responsible community members and citizens. I am concerned for the welfare of all students and will work for constructive change on their behalf.
2. I understand that students will look to me for ideas and how to interact within the university and the greater community. Therefore, I will model positive academic, interpersonal and social behaviors, treat all students fairly, and show and teach respect.
3. I will conduct all business and personal affairs in a manner which will elicit respect from residents, peers, supervisors, and those I come in contact with.

#### Responsibility for Competence and Skill/Personal Development

4. I know that others look to me for guidance and, therefore, my competence is essential. I will learn from initial and ongoing training, constantly strive to better myself and my skills, and be well informed about services available to students. I will commit myself to my own academic growth and encourage others to do the same.
5. I will perform the function of my position consistently and take responsibility for my actions. I will know my limits and acknowledge and attempt to improve my weaknesses.
6. I will offer and accept constructive criticism clearly and in a positive manner so that as a staff and department may improve on performance; in other words, I will avoid tearing down, unless I am prepared to build up to something better in its place.
7. I will try to anticipate obstacles and view them as challenges through which I will grow personally and professionally.
8. I will not assume, condemn, or jump to conclusions and will try to get all possible facts before drawing conclusions.

#### Responsibility to Myself

9. I will make the most of the opportunities provided by the position, approach the position with an open mind and learn from the job.
10. I will be fair to myself, allow time to be myself and remember to eat, sleep and study for classes. I will remain positively focused, and will learn how to manage the stress of the job.
11. I will place great value on my own name and reputation.

#### Responsibility to Other Staff

12. I will work as a team member, maintain open communication with other staff, confront and/or report any misconduct amongst staff members, be dependable and be part of the staff support system.
13. I will be consistent, respectful, and supportive of other staff members. I will treat others as I wish to be treated. I will not undermine the authority of other staff in the presence of students/others.

Responsibility to the Residence Life Office

14. I will be supportive of the position and the department. I understand that if I act in a way that is unethical or inappropriate, it not only undermines my credibility, but also that of each and every member of the Residence Life Staff. Therefore, I will represent my position and the Residence Life Office positively.

15. I will work to my highest potential to fulfill all job responsibilities.

16. I will be truthful in my interactions with peers, supervisors, and representatives of other university departments. In those interactions, I will be forthcoming with all information I possess.

17. I will uphold the spirit as well as the written Code of Conduct as outlined in the Pilot, the Residence Hall Handbook and the Residence Life website.

18. I will remain aware that I represent Bloomsburg University and the Residence Life Office at all times and in all areas on and off campus.

Responsibility to University and Community

19. I will be a role model for open-mindedness and I will encourage the acceptance and celebration of diversity.

20. I will promote a positive image of the university and encourage school spirit.

21. I will assist in preparing students to be contributing members of a larger community by encouraging involvement of university activities, student leadership opportunities, and campus/community volunteer efforts.

*I have read and understand the above code of ethics. I realize that it is not all inclusive. I will perform in the above stated manner and will confront and/or report those who do not from the time I sign this document. I recognize that in doing so, I am building a stronger foundation for our Residence Life Staff Team.*

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Signature of Staff Person

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Supervisor

\_\_\_\_\_  
Date

