

ARCC Professional Code of Conduct

The ARCC Professional Code of Conduct requires chaplains and members to be personally responsible and accountable for their practice and conduct as provided by this Code.

Section 1. Code of Ethics

(a) Ethical Standards for ARCC

1. ARCC shall promote integrity, competence, respect for the dignity of all persons, and collegiality among its chaplains.
2. ARCC shall work for the improvement and growth of pastoral care according to its mission.
3. ARCC in conformity to its by-laws shall provide structures and resources to maintain its Standards and promote its educational programs.
4. ARCC shall follow its by-laws, policies, and processes in holding itself and its chaplains accountable to its standards for competency and ethical behaviour.

(b) Ethical Standards for Chaplains

1. Chaplains are to be committed Christians who hold to the following Statement of Faith and the doctrines held by their relevant denomination or agency.
2. Chaplains are to be qualified and approved by a participating local church authority in the spiritual and pastoral care of clients.
3. Chaplains are to be an active member of a local church in regular attendance.
4. Chaplains are to ensure a regular and reliable prayer group for their ministry.
5. Chaplains shall maintain an active relationship and good standing within the faith communities in which they are ordained, or commissioned or endorsed. They shall adhere to all appropriate Professional Standards policies and procedures of their faith community.
6. Chaplains shall treat all persons with dignity and respect.
7. Maintain the highest ethical standards in their own personal life.
8. Chaplains shall serve all persons without discrimination regardless of religion, faith group, race, ethnicity, sexual orientation, gender, age, or disability.
9. Chaplains shall demonstrate respect for the opinions, beliefs and endeavours of other chaplains, their colleagues and those with whom they have contact in their roles as chaplains.
10. Chaplains shall affirm the religious and spiritual freedom of all persons and refrain from imposing doctrinal positions or spiritual practices on persons whom they encounter in their professional roles as chaplains.

11. Chaplains shall not condone or support unlawful discrimination against colleagues or others with whom they have contact in their roles as chaplains.
12. Chaplains shall be accountable for maintaining the integrity of the pastoral relationship. They will not use their professional position with, or knowledge of, another for personal gain. They shall refrain from emotional, financial, sexual or any other form of exploitation.
13. Chaplains shall not engage in sexual misconduct. Sexual misconduct includes sexual abuse, sexual exploitation and sexual harassment. Sexual harassment includes, but is not limited to: sexual advances; requests for sexual favours; verbal, physical or visual conduct of a sexual nature; any pattern of behaviour that would be perceived as sexual misconduct.
14. Chaplains shall follow professional ethics and denominational privacy regulations regarding client confidentiality, sharing private information about those whom they serve only according to those ethics and regulations.
15. Chaplains shall seek to guard the identities of those served in any consultations, presentations, or publications, without the expressed permission of those clients or their powers of attorney.
16. Chaplains shall conduct themselves with integrity in all their professional relationships including with those whom they serve, their colleagues, and the organisation that they serve.
17. Chaplains shall accurately represent their professional qualifications and affiliations.
18. Chaplains shall maintain accurate and current records, financial accounts, or other documents required in the course of their ministry.
19. Chaplains shall conform to biblical expectations of professional behaviour.
20. Chaplains shall respond with honesty and timeliness to any commission or representative of ARCC duly authorised to make inquiry into their work.
21. Chaplains shall provide ARCC immediate notice of any complaint of unethical conduct made against them in a civil, criminal, ecclesiastical, employment or another professional organisation's forum. Chaplains will provide ARCC, or its appointee, in a timely fashion the information they request regarding the investigation, adjudication, dismissal or settlement of such complaint. Failure to report or provide accurate, full and truthful information constitutes a violation of this Code. A finding of unethical conduct in one of these forums may lead to discipline within ARCC even if the event did not occur within the scope of the chaplain's role as a chaplain or a situation over which ARCC would have jurisdiction.
22. Chaplains shall pursue ongoing personal growth and professional development in theology, spirituality, pastoral skills, and other areas that enhance their ministry proficiency.
23. Chaplains shall make referrals or obtain consultations when in the best interests of those served.
24. Chaplains shall take responsible action when they become aware that they themselves or another member is impaired or otherwise unable to maintain ARCC's Code of Ethics or standards of professional competency.

Section 2. Standards of Conduct

Chaplains shall endeavour at all times to meet the following minimum requirements:

1. Meet with their senior minister or a delegate on a regular basis for encouragement and accountability.
2. Be personally accountable for their professional conduct to their Local Racing Authority.
3. Respect and seek to observe the rules and regulations of their Local Racing Authority.
4. Seek their Local Racing Authority's guidance and clearance to exercise their chaplaincy role.
5. Seek to make contact with staff initially on their arrival each meeting/event.
6. Seek to safeguard the neutrality of their role by avoiding excessive partiality towards any particular group in their care.
7. Seek advice from ARCC representatives on any new initiative in relation to, or, under the umbrella of their chaplaincy.
8. Be careful not to be critical of the racing organisation's administration or regular practices.
9. Be a help to racing people, and avoid taking sides in disputes or negotiations.
10. When offered, graciously receive passes, uniforms and benefits, and avoid undue requests for additional privileges for others.
11. Refrain from taking advantage of their privileged position.
12. Avoid using or permit others to use the chaplain's services to secure unfair personal or professional advantage.
13. Be prepared to undertake such training and educational opportunities as may continue to improve professional development and skills in the care of clients.
14. When and where appropriate provide pastoral care and ministry for the spiritual and practical needs of clients.
15. Ensure that no personal action or omission, within their area of responsibility, is contrary to the highest standards of care or to the welfare of clients.
16. Provide feedback and/or reports of any issue or complaint made or raised by any person or organisation, which impinges in any way upon an operative or the ministry of ARCC.
17. Assist ARCC to identify and appoint suitable personnel as chaplains.
18. Seek the endorsement and authorisation of ARCC for the approval of racing chaplaincy appointments.
19. Stay informed on ARCC and speak well of the organisation and its members.

20. Immediately contact ARCC concerning any media opportunities that may be considered controversial in nature, or, is directly related to the ministry of ARCC, its members or its operations. In such cases members are strongly advised to refrain from commenting publically without the approval of ARCC.

21. Stay in healthy relationship with the broad ARCC network and attend regional or national summits for personal care and development when possible.

Adopted by the ARCC Committee on 24th October 2020.

Statement of Assent:

I,, agree to abide by the above ARCC Professional Code of Conduct.

Signed:

Dated: