



# STATE OF FLORIDA INSTRUCTOR - CODE OF CONDUCT

## OVERVIEW

The **Florida Division of Emergency Management (FDEM)** Code of Conduct is designed to establish a safe, positive, and productive working environment for all participants throughout the State of Florida. By embracing these principles, we commit to fostering mutual respect and nurturing a culture of collaboration and innovation within our educational initiatives. Adhering to this code is vital to our mission of enhancing learning outcomes, promoting inclusive practices, and empowering every instructor to thrive in their role. Together, we can elevate Florida's educational landscape and set a standard of excellence that benefits both our instructors and students.

FDEM is dedicated to providing a harassment-free environment for everyone. We do not tolerate harassment, discrimination, or other unwelcome or unlawful behavior based on any of these characteristics. Harassment includes, but is not limited to:

- Offensive verbal comments related to, or that reinforce, social structures of dominations related to any protected category above.
- Unwanted sexual conduct, including inappropriate physical contact and unsolicited sexual propositions or images.
- Off-color or obscene jokes, remarks, vulgarity, or gestures.
- Any other words or conduct of a sexual nature that makes the recipient or observer uncomfortable.
- Deliberate intimidation, stalking, or following.
- Ongoing interference with discussions or other events.
- Unauthorized photography or recording.
- Advocating for, or encouraging, any of the above behavior.

## CORE PRINCIPLES

Instructors in Florida are expected to uphold the highest standards of professionalism, integrity, and respect for all students and colleagues. This code serves as a guideline for behavior and responsibilities.

1. **Professionalism:** Always demonstrate professionalism in attire, communication, and conduct.
2. **Respect:** Treat all students, staff, and colleagues with respect and dignity, fostering a supportive learning environment.
3. **Integrity:** Maintain honesty and transparency in all interactions and evaluation processes.
4. **Confidentiality:** Protect the confidentiality of student records and personal information.
5. **Continuous Improvement:** Strive for continuous professional development and seek feedback for improvement.
6. **Responsibility:** Accept responsibility for students' learning outcomes and seek to provide the necessary support.
7. **Engagement:** Actively engage students in the learning process, encouraging participation and critical thinking.
8. **Accountability:** Hold oneself accountable for actions and decisions, and correct mistakes promptly.
9. **Collaboration:** Work collaboratively with colleagues, sharing resources and strategies for optimal student learning.
10. **Accessibility:** Ensure that instructional materials and methods are accessible to all students.



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11. **Feedback:** Provide constructive and timely feedback to students to support their learning and growth.
12. **Safety:** Prioritize the safety and well-being of students in all activities and learning environments.
13. **Professional Boundaries:** Maintain appropriate boundaries with students, avoiding personal relationships that could compromise professionalism.
14. **Multimedia Use:** Ensure that the use of multimedia and technology is appropriate and enhances the learning experience.
15. **Conflict Resolution:** Approach conflicts with students or colleagues professionally, seeking to resolve issues amicably.
16. **Ethical Standards:** Adhere to ethical standards in all aspects of instruction and assessment.
17. **Community Involvement:** Engage with the community to enhance learning experiences and promote involvement in educational initiatives.
18. **Reporting Concerns:** Report any unethical behavior or violations of this code of conduct to the appropriate authorities promptly.

*The signature below hereby certifies your agreement to the aforementioned guidance and policies above. Failure to adhere to the State of Florida Instructor Code of Conduct may result in suspension and ultimate dismissal from the Instructor Program.*

**Name** \_\_\_\_\_

**Title** \_\_\_\_\_

**Date** \_\_\_\_\_

**Signature** \_\_\_\_\_