

## **Race Director Code of Ethics Toledo Roadrunners Club**

Adopted: \_\_\_\_\_

- (1)** Race Directors shall put the safety of runners, walkers, volunteers and spectators ahead of all other aspects of the event.
- (2)** Race Directors should demonstrate honest communication and not make false or misleading statements to any person or business associated with their event including but not limited to the Toledo Roadrunners Club, elite athletes, event participants, sponsors, local government, local businesses, and other related parties.
- (3)** Race Directors should avoid business transactions with any vendor or person with a proven history of a criminal conviction against them.
- (4)** Race Directors should conduct all financial transactions in an open and transparent manner, especially when partnering with other nonprofit organizations and when accepting funds or special services from government entities.
- (5)** Race Directors should keep current and accurate records of all financial transactions.
- (6)** Race Directors, who are voluntarily directing a race on behalf of a nonprofit running club, nonprofit event, or other nonprofit organization, should not use their positions to profit personally nor perform business transactions known to represent a conflict of interest with the event organizers, sponsors, vendors or staff.
- (7)** Race Directors who are hired and paid a fee to direct a race or race directors that own a race as a business venture should perform all duties to the specifications outlined in all contracts or agreements with all involved parties including local governments, sponsors, third-party vendors, participants, nonprofit partners such as running clubs, running events, and charity partners.
- (8)** Race Directors should preserve and protect the events assets by making prudent and effective use of those assets as well as accurately reporting on their financial condition, as applicable.
- (9)** Race Directors should not personally utilize the events assets if the assets are owned by a nonprofit running club, other nonprofit or related partner. Assets include but are not limited to capital assets, contact information, trademarked items, etc.
- (10)** All property and business of an event owned by a nonprofit running club, nonprofit organization, or other partner should be conducted in a manner to further the event's interest rather than the personal interest of any individual.
- (11)** Race Directors should respect the events proprietary information. The Race Director or event staff should not disclose trade secrets, either during or after their employment, association or completion of consulting arrangements, except to individuals authorized by the event.
- (12)** Race Directors should make a commitment to environmental compliance as outlined in event permits. Race Directors should make reasonable efforts to conduct events in a manner that conserves natural resources within the budget of the event.
- (13)** Race Directors should make a commitment to encourage entrants to follow a "drug free" event policy and Race Directors should have athletes competing to win the event and/or earn prize money attest to being "drug free."
- (14)** Race Directors must ensure that any alcohol served in conjunction with the event is dispensed and monitored in a manner consistent with safety and adherence to all local, state, and federal requirements.

**(15)** Race Directors should be sensitive to the acceptance of gifts or gratuities attempting to influence decision-making. If there is any possibility that giving or receiving the amenity could be viewed or later construed as a bribe or improper inducement, Race Directors or staff should not give or accept the amenity.

**(16)** Race Directors are aware of local, state, and federal laws that pertain to the event and Race Directors must adhere to all such laws.

**(17)** Race Directors should keep informed and be sensitive about how their event affects the community in which their event is held. Race Directors should share that information with their staff, event committee or interested persons. They should be sensitive to community needs and work in partnership to better the health and wellness of the community and not be disruptive to citizens.

**(18)** Race Directors should demonstrate a commitment to a nonpartisan agenda in the conduct of their event and prohibit discrimination and harassment of participants based on the basis of race, color, national origin, disability, marital status, familial status, parental status, religion, sexual orientation, genetic information, political beliefs, economic status, citizenship, veterans, military status, gender identity, gender, or age.

**(19)** Race Directors should make reasonable accommodations for adults in accordance with the ADA and USATF rules for athletes with disabilities. Race Directors should make reasonable accommodations for minors with disabilities if the minor is at or above the minimum age to participate in the race.

**(20)** Race Directors are expected to conduct themselves ethically, honestly and with integrity in all dealings. This means principles of fairness, good faith and respect consistent with all laws, permit regulations and or internal policies that govern their conduct with others both inside and outside the community.