

## **WOMEN IN RESEARCH (WIRE) CODE OF CONDUCT**

As a community member of Women in Research (WIRe) and in accordance with being part of our global community's mission of advancing women in the insights and analytics industry through mentorship, professional development, and inclusive networking, I pledge and agree to familiarize myself with and adhere to the following Code of Conduct.

**Use of the WIRe website, participation in any WIRe programming, services, events, or activities constitute acceptance of this Code of Conduct.**

**Violations of this Code of Conduct will be taken seriously and may result in consequences including, but not limited to: warnings, temporary suspension from specific activities or programs, removal from leadership positions, suspension of community privileges, or permanent expulsion from the WIRe community. The severity of consequences will be determined by WIRe leadership based on the nature and frequency of violations.**

### **BE RESPECTFUL**

- Show respect, honesty, fairness, and kindness to all community members, mentors, mentees, speakers, sponsors, and partners
- Honor diverse perspectives, backgrounds, and experiences within our global community
- Be receptive to feedback and constructive dialogue without becoming defensive
- Demonstrate professionalism in all WIRe events, online forums, and community interactions
- Respect the confidentiality of sensitive discussions shared within mentorship relationships and closed community forums

### **BE RESPONSIBLE**

- Read and respond to WIRe communications when necessary
- RSVP for events, programming, and mentorship sessions in advance and consistently
- Arrive on time and be fully present for WIRe events, meetings, and mentorship sessions
- If you are unable to attend a WIRe event that you've previously registered for, please cancel as far in advance as possible so that another attendee can register in your place.
- Fulfill commitments made as a mentor, mentee, volunteer, city lead, or committee member
- Respect intellectual property and attribute ideas, research, and content appropriately

### **BE POSITIVE**

- Strive to keep communication constructive and solution-focused
- Speak directly to individuals when concerns arise, not about them to others
- Do not spread rumors or participate in negative conversations regarding community members
- Communicate directly with WIRe leadership or city leads when concerns or disagreements arise
- Focus on building up fellow members and celebrating their professional achievements

### **BE A COMMUNITY BUILDER**

- Actively participate in WIRe programming, events, and community initiatives
- Volunteer your time, expertise, and resources to support WIRe's mission
- Welcome new members and help them integrate into the community

- Share opportunities, knowledge, and connections that benefit other members
- Support the growth and success of other women in the research industry
- Keep the best interests of WIRe and its members as a priority

#### **BE INCLUSIVE**

- Champion diversity, equity, and inclusion in all WIRe activities and discussions
- Create space for voices at all career levels, from students to executives
- Recognize and address unconscious biases in professional interactions
- Support members across different geographies, cultures, and backgrounds
- Ensure WIRe remains a safe and welcoming space for all women in research

#### **MAINTAIN PROFESSIONAL STANDARDS**

- Strive to achieve personal and professional excellence, and support others in this effort
- Behavior such as violence, physical abuse, verbal abuse, sexual harassment, or discrimination in any form is unacceptable and grounds for immediate suspension or expulsion from WIRe
- If there is alcohol available at any WIRe event, please consume responsibly
- Maintain appropriate professional boundaries in all mentorship and networking relationships
- Use WIRe's platforms and resources for their intended purposes in alignment with our mission

*This Code of Conduct applies to all Women in Research activities, including but not limited to: in-person and virtual events, mentorship programs, online community forums, leadership summits, professional development programming, and any communications or interactions conducted under the WIRe name or banner.*

*Questions or concerns about this Code of Conduct should be directed to Jessica Sage at [jessica@womeninresearch.org](mailto:jessica@womeninresearch.org)*