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Cancels: WSC Policy #2
See Also: Member Service Agreement

POLICY

Approved by:
Mark Duncan

POL – 131

MANAGING MEMBER APPEARANCE AND USE OF SERVICE GEAR

This Policy applies to all Washington Service Corps (WSC) AmeriCorps members, including Washington Reading Corps (WRC) members.

Members wear service gear to provide visibility, look professional, and build unity in the program. As community leaders, role models, and representatives of WSC and national service, members must maintain a positive public image.

Supervisors and WSC staff are strongly encouraged to follow the spirit and intent of this policy by setting an example for members.

WRC logo may be used in addition to, or in place of, WSC logo.

1. Member Wears Service Gear During All Service Hours and Events

- Appropriate service gear clothing may include shirts, vests, sweatshirts, hats, or jackets with the name and/or logos of both WSC and AmeriCorps.
 - Supplemental service gear may include buttons, pins, or other items with the WSC and/or AmeriCorps name and logo.
- Wear service gear during all service hours and officially designated AmeriCorps events.
- When interacting with the public, the media, or lawmakers during service hours:
 - Wear service gear clothing that is prominently visible to bystanders and displayed in photos.
- Maintain service gear in appropriate condition (e.g. clean and wrinkle-free).

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2. Member Provides Own Footwear

- Wear footwear that is appropriate to the service environment and the type of service.
- Follow any special footwear requirements of sponsoring organization and service site.

3. Member Wears Appropriate Clothing During All Service Hours and Events

- Dress appropriately for daily activities, according to guidelines provided by the sponsoring organization and service site.
- Keep jewelry to a minimum.
- Do not wear clothing that:
 - Portrays, suggests, or represents alcohol, tobacco, marijuana, or other drugs; violent images
 - Promotes negative or controversial images based on age, gender, religion, sexual preference, creed, or political beliefs
- Do not wear anything that is considered “gang attire”
 - No gang-style writing or clothing, tags, and other indications of gang affiliation
 - No gang-related caps or hats
 - Pants must not sag to expose underwear.

4. Member Maintains Appropriate Personal Hygiene

- Maintain personal hygiene that reflects acceptable appearance, cleanliness and presentation while at the service site and in public

5. Sponsoring Organization Provides Guidance on Service Site Clothing

Provide guidance on:

- Appropriate clothing for the service environment
- Appropriate footwear for service activities and environment
- Personal appearance and hygiene
- Safety requirements, including wearing of jewelry

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6. Member and Sponsoring Organization Do Not Alter WSC or AmeriCorps Logos

Do not alter or enhance AmeriCorps or WSC names or logos. Copyright and trademark laws protect the logos, slogans and names of these entities.