Organization: The Redeemed Christian Church of God (Potter's House) Kitchener
CRA registration: 841874266RR0001
Publication version: 1.0

Leadership Code of Conduct

Purpose

Establish expectations for everyone entrusted with leadership and sensitive responsibilities at Potter's House, including ministers, HODs, assistant HODs, department workers and volunteers with delegated access.

Standards

Leaders should act with honesty, Christian integrity, fairness, dignity, respectful communication and responsible stewardship. Abuse of authority, harassment, intimidation, retaliation, discrimination, exploitation and misuse of ministry funds or confidential information must not be tolerated.

Stewardship and delegated authority

Department leadership may plan activities within authorized budgets and policies, but may not independently accept a restricted gift, direct donors to personal accounts, issue charitable receipts, purchase substantial assets, or promise funding without authorization. Expense receipts, approvals and supporting records must be maintained.

Safeguarding and pastoral boundaries

All leaders follow the church's child protection and vulnerable-person procedures, respect appropriate boundaries, and escalate immediate safety concerns through the appropriate emergency and safeguarding channels. Pastoral confidentiality is protected but is not an absolute barrier to lawful safeguarding or reporting requirements.

Professional conduct and representation

External invitations, sponsored ministry events, social media statements, partner presentations and public impact claims should be authorized under the church's communication standards. Leaders must not present their personal projects as approved church initiatives without permission. TBGN and other projects use church-approved governance and financial controls.

Concerns and accountability

Provide a confidential, non-retaliatory reporting channel for concerns; the reviewer must be independent of the person complained about. Record facts proportionately, protect privacy, provide fair opportunity to respond and escalate criminal or safeguarding risks to appropriate authorities as required.

Implementation requirements

Confirm the role hierarchy, investigation owner, training, signed acknowledgement, complaint routes, record retention, disciplinary steps and appeal procedures. Review annually.