

Conflict Resolution Procedure

First adopted by the Pittsburgh Poetry Collective 11/14/2016

The Pittsburgh Poetry Collective strives to create an inclusive, welcoming environment for artists and performers. Through the Steel City Slam's certification with Poetry Slam, Inc., we have agreed to abide by the attached Equal Opportunity Statement. The statement is accessible at all PPC events and on our website. It is our responsibility to do everything in our power to create a welcoming and inclusive environment for everyone.

We value our leadership board and our community and understand that these are comprised of different people and different personalities. While we have made a commitment to share space and work together as artists and volunteers, we also retain the freedom to speak for ourselves. To give the community the freedom to voice professional and personal concerns in a respectful manner, the PPC board adopts the following conflict resolution procedure.

Board Internal Conflict:

1. The initiator of the conflict resolution action will approach the subject of the conflict resolution action individually [if they feel safe doing so] to notify them that:

- a) A conflict resolution action is being initiated regarding [insert subject of conflict].
- b) The board will schedule a special board meeting as soon as possible and with maximum attendance.

The goal of this interaction is not to delve into the issue with the subject, but to inform the subject so they may be prepared to defend or explain their side of the action.

2. Discussing the issue in the interim is strongly discouraged. Board members who are not directly involved are responsible to speak up to end outside conversation of any inflammatory nature. Social media discussion or needling is strictly forbidden.
3. At the special board meeting, the initiator of the conflict resolution action will share their concern and their preferred resolution. The subject of the complaint may respond and the board may offer possible compromises.
4. Board members who are not directly involved will decide the next action. The subject of the conflict resolution action could face censure, PSI complaint, dismissal, etc.

Participant/Volunteer/Community Conflict:

1. Upon understanding of a public issue (whether reported or witnessed), uninvolved board members will schedule interviews with involved parties as soon as possible and with maximum attendance.
2. Discussing the issue in the interim is strongly discouraged. Persons and board members who are not directly involved are responsible to speak up to end outside conversation of any inflammatory nature. Social media discussion or needling is strictly forbidden.
3. Interview form will be completed, reviewed, and agreed to by involved persons. Involved persons will share their timeline, concern, and their preferred resolution. The board/uninvolved board members will review the information and may offer possible compromises.
4. Board members who are not directly involved will decide the next action. The subject of the complaint could face time away from PPC events, censure, PSI complaint, dismissal, or other action.

To initiate the conflict resolution procedure, please contact us at info@pghpoetry.org.