# [Insert NAMI Affiliate Logo here]

**2 Internal & External Relations/Board Conduct**

**2.3 Ethics Statement**

We, as NAMI professionals (staff and board members), dedicate ourselves to carrying out the mission of this organization. We will do the following:

Recognize that the chief function of NAMI at all times is to serve the best interests of our diverse constituency.

Accept as a personal duty the responsibility to keep up to date on emerging issues and to conduct ourselves with professional competence, fairness, impartiality, efficiency, and effectiveness.

Respect the structure and responsibilities of the board, provide them with facts and advice as a basis for their making policy decisions, and uphold and implement policies adopted by the board.

Keep the NAMI community informed about issues affecting it.

Conduct our organizational and operational duties with positive leadership exemplified by open communication, creativity, dedication, and compassion.

Exercise whatever discretionary authority we have under the law to carry out the mission of the organization.

Serve with respect, concern, courtesy, and responsiveness in carrying out the organization’s mission.

Demonstrate the highest standards of personal integrity, truthfulness, honesty, and fortitude in all our activities in order to inspire confidence and trust in our activities.

Avoid any interest or activity that is in conflict with the conduct of our official duties.

Respect and protect privileged information to which we have access in the course of our official duties.

Strive for personal and professional excellence and encourage the professional developments of others.

**2.4 Ethics Policy**

NAMI believes strongly that its members must uphold the highest standards of ethical, professional behavior.

To hold paramount the safety, health, and welfare of the public in the performance of professional duties.

To act in such a manner as to uphold and enhance personal and professional honor, integrity, and dignity of the profession.

To treat with respect and consideration all persons, regardless of race, religion, gender, abilities or disabilities, age, sexual orientation, or national origin.

To engage in carrying out NAMI’s mission in a professional manner.

To collaborate with and support other professionals in carrying out NAMI’s mission.

To build professional reputations on the merit of services and refrain from competing unfairly with others.

**2.5 Code of Ethics for the Board**

The following code of ethics was adopted by the board and sets forth the standards the board expects from its members.

To become familiar with and committed to the major responsibilities of a governing board:

* + Setting mission and purposes
  + Appointing the chief executive
  + Supporting the chief executive
  + Monitoring the chief executive’s performance
  + Assessing Board performance
  + Insisting on strategic planning
  + Reviewing educational and public-service programs
  + Ensuring adequate resources
  + Ensuring good management
  + Preserving institutional independence
  + Relating to the community
  + Serving as court of appeals

To support NAMI’s fund-raising efforts through personal giving in accordance with one’s means (to both annual funds and capital drives), and to be willing to share in the solicitation of others.

To devote time to learn how NAMI functions—its uniqueness, strengths, and needs, its reputation and standing.

To carefully prepare for, regularly attend, and actively participate in board meetings and committee assignments.

To accept and abide by the legal and fiscal responsibilities of the board as specified by institutional charter, bylaws, and state statutes and regulations.

To vote according to one’s individual conviction, to challenge the judgment of others when necessary, yet to be willing to support the decision of the board and work with fellow board members in a spirit of cooperation.

To recognize that the board president alone speaks for the board.

To maintain the confidential nature of board deliberations and to avoid acting as spokesperson for the entire board unless specifically authorized to do so.

To understand the role of the board as a policy-making body and to avoid interference in administrative functions.

To learn and consistently to use designated institutional channels when conducting board business (e.g., responding to staff and volunteer grievances, responding to inquiries concerning the status of a chief executive search, etc.)

To comply with conflict-of-interest policy and disclosure developed by the board.

To refrain from actions and involvement that might prove embarrassing to the institution and to resign if such actions or involvement develop.

To make judgments always on the basis of what is best for the organization as a whole.

No Board members may represent themselves as speaking on behalf of NAMI to any group or organization without the President’s authorization. When a board member speaks on behalf of NAMI, any honoraria shall be paid to NAMI.