



## EQUAL EMPLOYMENT OPPORTUNITY POLICY

Section 02: Employment Policies and Procedures

Policy No. 02-01

Equal Employment Opportunity has been, and will continue to be, a fundamental principle at the Rockford Park District, where employment is based upon personal capabilities and qualifications without discrimination because of race, color, religion, sex, national origin, age, ancestry, pregnancy, arrest record, military status or unfavorable discharge from military service, citizenship, marital status, sexual orientation, order of protection status, genetic information, mental or physical disability unrelated to a person's ability to perform the essential functions of the job with or without a reasonable accommodation, or any other characteristic protected by law.

This policy governs all aspects of employment, including selection, job assignment, compensation, discipline, termination, and access to benefits and training.

We make reasonable accommodations when necessary for all employees and/or applicants with disabilities, provided the individual is otherwise qualified to perform the essential functions of the job and such accommodations can be provided without an undue hardship and/or without a direct threat of serious harm to the employee or to others. Such individuals are encouraged to discuss their need for a reasonable accommodation with the Director of Human Resources (*See The Americans With Disabilities Act Policy 02-03*).

The Human Resource Department has overall responsibility for this policy and maintains reporting and monitoring procedures. Employees' questions or concerns should be referred to the Director of Human Resources or the Executive Director. Anyone found to be engaging in any type of unlawful discrimination will be subject to disciplinary action, up to and including termination.