



APG Social Media Policy

The APG organizational policy strictly prohibits the use of personal social media accounts to communicate or interact with youth and young adults who are receiving services through the APG in any way. Employees are permitted to create professional Facebook accounts specifically for communicating with youth and young adults receiving services after receiving consent from their supervisor.

Employees understand that they are mandated reporters. If employees should come upon a social media post that indicates that a youth or young adult receiving services from the APG is at risk of self-harm or harm to others, they must immediately take a picture/screenshot of the post(s) in question and then get in touch with their supervisor to report the incident. If the employee feels that the youth or young adult is at risk of immediately harming themselves or others, they should contact appropriate emergency services.

Employees of the APG must conduct themselves at all times as a representative of the organization and ensure that their profile and related content is consistent with how they wish to present themselves to colleagues, citizens, and other stakeholders.

Employees understand that they are ambassadors of the APG and that social media posts regarding engaging in risky, inappropriate, or illegal activity, even on private social media accounts, is not acceptable.

In accordance with the core values of the APG, employees agree not to post content that promotes, fosters, or perpetuates discrimination on the basis of race, creed, color, age, religion, gender, marital status, status with regard to public assistance, national origin, physical or mental disability, or sexual orientation.

Employees understand that it is not acceptable for APG staff to accept friend requests from peers who they are actively supporting using their own personal social media profiles. When a youth or young adult is no longer receiving services from the APG, the employee may use their own discretion in accepting friend requests on their personal social media accounts.

Respectful, kind, supportive treatment of all other APG staff is expected at all times, including on all social media platforms. Cyberbullying and making comments that are degrading, harmful, or negative will not be tolerated.

Employees are strictly prohibited from posting anything on social media that is in violation of anyone's confidentiality or privacy.

Employees understand that they will be held accountable for what they post on social media. They recognize that everything posted online stays online forever and that

everything posted, often on a personal basis, even outside of work, reflects on and impacts the reputation of the APG.

Employees understand that if, for any reason, an incident occurs that violates the policy, they are expected to bring the issue to the attention of their supervisor immediately so that they can work together to find a resolution.

Employees found in violation of this policy may be subject to disciplinary action, up to and including termination of employment.

I understand and accept all of these terms.

Signature: _____ Date: _____