

The Board of Directors may consider for employment family members of the Board and/or Service Center staff. All employment decisions will be based on qualifications for the position.

The Executive Director shall make every reasonable effort to determine whether a candidate for employment is related to or residing with an employee of the Service Center or member of the Board of Directors and will notify the Board of the relationship before any recommendation is made to fill a vacancy.

The board discourages hiring of a family member if it creates the following:

- Create a direct supervisor/subordinate relationship with a family member,
- Have the potential for creating an adverse impact on work performance,
- Create either an actual conflict of interest or the appearance of a conflict of interest, or
- Create related employees to have influence over the wages, hours, benefits, career progress and other terms and condition of the other related staff member.

This policy must also be considered when hiring, assigning, or promoting an employee.

If a circumstance arises that results in a direct supervisory relationship between immediate family or close personal relative (e.g. most qualified candidate, marriage, reduction-in-force) the typical first-level supervisory responsibilities will be referred to the next higher level in the supervisory chain.

Immediate family includes: Mother, Father, Husband, Wife, Son, Daughter, Sister, Brother, Mother-in-law, Father-in-law, Sister-in-law, Daughter-in-law, Brother-in-law, Son-in-law, Stepchild, Stepparent, or Grandparent. This policy also applies to close personal relatives such as Uncle, Aunt, First Cousin, Nephew, Niece or Half-Sibling.

Approved: SCKESC Board of Directors – 4/7/2010, 8/2020