



**SOUTH DAKOTA STATE
UNIVERSITY EXTENSION**

Civil Rights Training For Clubs, Volunteers, & Other Organizations

Volunteers and clubs are a valuable asset to SDSU Extension and by association, are considered an arm of Extension. Any organization associated with SDSU Extension must conduct business with the same standards and attitudes as that of SDSU Extension.

Club members, officers, leaders, and volunteers must understand the value of diversity and the expectations for equal opportunity requirements. Equal opportunity requirements apply to any setting where clubs meet collectively within a county, region, state or nationally. The membership of all clubs operating in interracial and non-interracial communities must be open to all individuals regardless of race and gender.

It is a policy of SDSU Extension to comply with federal law Title IX, which prohibits discrimination against individuals on the basis of gender. Title IX prohibits sex discrimination, including sexual harassment. Sexual harassment can be in various forms. A serious form of sexual harassment can be in various forms. A serious form of sexual harassment is sexual violence. Sexual violence includes sexual assault, rape, battery, sexual coercion and all forms of domestic violence. Sexual violence includes sexual harassment is quid pro quo, and occurs whenever anyone in authority misuses his or her own power to coerce sexual favors. Other behaviors that could be considered harassment include sharing sexually explicit or offensive jokes, making suggestive or offensive comments, or touching someone on any part of their body. Harassment on any grounds is strictly prohibited.

SDSU Extension offers access to its programs and activities without discrimination based on sex, race, color, creed, national origin, ancestry, citizenship, gender, gender identification, transgender, sexual orientation, religion, age, disability, genetic information, veteran status, or any other status that may become protected under law against discrimination. Harassment is a form of discrimination and is not permitted.

Individuals with concerns should contact the SDSU Title IX/Equal Opportunity Coordinator in the University Office of Human Resources at 605-688-4128.

Clubs and volunteers have the same civil rights requirement as SDSU Extension staff in that they must encourage minority and underserved or underrepresented populations to participate in its programs and activities. Clubs and volunteers are responsible for inviting all potential members to participate without regard to race, ethnicity or gender. Clubs and volunteers must also be able to prove through documentation that they have made efforts to reach out to minority and underserved or underrepresented populations.

Minorities include all racial or ethnic minorities, females, and it could include males when participation has been traditionally limited to females. Underserved or underrepresented populations are groups of people that have typically been ignored, discriminated against, or denied access, such as low-income people, the elderly, the LGBTQ community, different religious groups, or those with disabilities.

To help reach minority and underserved or underrepresented populations, you need to know your potential audience. Your potential audience is any individual or group that could be interested in or benefit from your program. This is based on the area you are serving and the goals of your program. To determine your potential audience, you need to understand the demographics of your area by using as many resources as possible. This includes Census and local data, community trends, personal contacts, as well as learning about the cultures and ethnicities in your area.

Assurance Statements document the commitment of organizations and volunteers to comply with civil rights policies and regulations. All clubs, volunteers, educational partners, cooperating organizations, and entities must sign Assurance Statements. The Assurance Statements must be renewed annually.

SDSU Extension is an equal opportunity provider and employer in accordance with the nondiscrimination policies of South Dakota State University, the South Dakota Board of Regents and the United States Department of Agriculture. Learn more at extension.sdstate.edu.