

# Community Leader Agreement

## The Firefly Gathering, Inc.



*This agreement is for all Firefly staff, instructors, worktrade crew leads, worktraders and board members, and anyone else who holds a position of responsibility at Firefly. By engaging with The Firefly Gathering in any leadership capacity, you are agreeing to the terms in this document.*

The Firefly Gathering, Inc. ("Firefly") is powered by the educational, logistical, and community-building enthusiasm and support provided by all of its participants. When you agree to assume formal responsibility for some portion of that experience, it's a shared statement of trust. We count on you as a Community Leader to provide your unique services and skills, and to represent Firefly positively. We want you to feel comfortable counting on us to provide you with the organizational support that ensures your experience is a positive one. This document seeks to describe that relationship as clearly as possible. If you have questions or concerns, please contact a Firefly Staff member before agreeing. See section 5 of this document for detailed contact information.

### 1. What We Ask

**a. Self-Care & Safety.** Firefly's events are demanding. It is important that you realistically evaluate and monitor your own well-being, and how you are interacting with others. Staying hydrated, eating well and getting enough rest are imperative. If at any time you feel that you are unable to perform the obligations you signed up for without compromising your own well-being, contact your department lead or liaison immediately. Additionally, some activities at Firefly are inherently dangerous, e.g. knife skills or archery. Do not undertake any activity unless you are fully confident in your ability to perform it safely, and do not lead others or teach any activity unless you are prepared to respond to reasonably predictable dangers arising from it.

Also, **it is imperative that you are sober during the times that you are to perform jobs/duties for Firefly.** While we all like to cut loose and have a good time, it is essential that this does not get in the way of our responsibilities. For this reason, we require that consumption of inebriants happen after you are done with work for the day, and does not lead to public intoxication. Failure to meet this requirement may result in you not being asked back to your position.

**b. Self-Reliance.** In agreeing to take on the tasks associated with your role, you have the discretion to perform those duties in the manner that best fits your qualifications and abilities. Schedules may be fixed, but unless you have been provided with specific instructions or curricula to follow, we are counting on you to arrive prepared to fulfill your role without extensive guidance, and without delegating your core obligations to anyone who hasn't been identified

to Firefly in advance.

- c. Mutual Respect.** Firefly is a community-driven event, and you are expected to treat other participants with support, care, honesty and respect at all times, being mindful that the event is one in which diverse cultures, experiences, and perspectives are expressed and honored. Direct and compassionate communication is expected among all participants, and Community Leaders are expected to set that example, even when faced with challenging circumstances. In the event of conflict, notify the Executive Director (“ED”), another staff member, the Care Tent or security immediately.
- d. Commitment to Social Justice Work.** Firefly acknowledges that systemic oppression and institutional injustice have led to inequalities that perpetuate disenfranchisement and marginalization of [People of The Global Majority](#), women, LGBTQIA+ folks, and people living with disabilities. In order to create authentic and welcoming spaces for all, you are encouraged to consider your involvement through the lens of inclusion, equity, and social justice. Firefly is prepared to support you in this process; check out [Firefly’s read, listen, and watch list](#) to get started.
- e. Respect for Firefly Resources.** You are encouraged to share general information about Firefly widely, but if you receive specific information, material or data relating to internal operations (like passwords, contact lists, payment records, etc.) these are considered private information and must be kept confidential and returned or deleted as soon as no longer explicitly required for the performance of your duties. If your role involves assuming responsibility for physical resources (like tools or cookware), you are expected to keep track of them and return them promptly when no longer needed for your task, informing Firefly of any damage, loss or other issues.
- f. Respect for the Event.** In order to continue being able to host Firefly’s Annual Gathering, we are all required to follow local, state, and federal laws, whether we agree with them or not. Failing to do so could jeopardize future events.
- g. Mutual Aid.** In addition to your core duties, circumstances may arise in which your fellow Community Leaders require additional assistance or accommodation. Firefly will endeavor not to ask you to perform any task that you haven’t signed up for unless the situation is serious, but ask that you support other Community Leaders if called upon and able (and if not able, to communicate that clearly).
- h. Enthusiastic Consent.** Firefly brings together a broad group of beautiful humans who share a sense of curiosity, play, and positivity. It is imperative within this context to be mindful that your role implies a certain level of authority and power, and that these can easily become coercive. Therefore:

- i. Before engaging in physical interaction of any kind, it is ***absolutely imperative*** that you have confirmed clear, enthusiastic consent for that interaction. We ask that you deeply consider the integrity of consent exchanged with anyone you are in a working relationship and/or power dynamic with while at a Firefly event. Examples include an instructor and participant, a staff and worktrader, or significant age differences. It takes extra communication to get clear, enthusiastic consent when a power dynamic is in place. If you are unclear about the appropriateness of a connection, check in with your crew lead or the ED for support *before engaging*. \*NOTE: Any romantic pursuits or interests must not interfere with your ability to show up for your agreed upon duties.
- ii. Firefly has a zero-tolerance policy for sexual misconduct, and reserves the right to terminate this agreement, remove violators from the event, ban violators from future events, and report allegations to law enforcement. This provision supersedes any non-disclosure, non-disparagement, and dispute resolution provisions. If you have questions about this policy or need guidance on how to approach a situation, contact the ED. Inquiries will be kept confidential. If you experience a situation in which your right to consent is violated, contact security immediately for support.

**i. Commitment to the Future.** In order to ensure that Firefly continues to improve, within one month of the conclusion of the event we ask that you suggest updates to your provided job description or hiring agreement to reflect the reality of the role as experienced, following the provided format and including as much detail as possible to facilitate a positive experience for future community leaders and attendees.

## **2. What We Promise**

- a. **Compensation.** Firefly will compensate you as listed in communications with your crew lead, the Job Description (for staff and crew leads) or Instructor Agreement. It could include financial compensation, admission(s) to the event, reimbursement for expenses, or some combination thereof.
- b. **Respect for Your Creations.** Other than admission to our programs and event promotion, Firefly won't seek to profit from reproducing your specific teaching materials, writings, or artwork without explicit permission. Given that many of the activities at Firefly represent historic and heritage practices, it is possible that some methods or activities may be known more broadly; if you feel some component of your participation is proprietary, let the Classes Director know in advance so we can resolve the best way to honor your work without precluding others from participating in the future.
- c. **Commitment to Your Experience.** Participating as a Community Leader is gratifying not only for the financial compensation, but also as an opportunity to experience the joy of creating an alternative reality outside of conventional

experience. Building that reality is a collective effort, and we are committed to actively work to meet your needs as a Community Leader and an attendee, to solicit your feedback and seriously consider any and all potential improvements, suggestions or concerns you choose to share.

### 3. In Case of Conflict

- a. In an effort to effectively and efficiently deal with conflict, we utilize a color system to recognize that not all conflict is equal. In some situations, it is perfectly reasonable to suggest that the parties involved work things out themselves (informal process). In other situations, where power dynamics, trauma, etc. are at play, support may be called in and a Formal Process enacted. So we begin by highlighting the types / levels of conflict, then talk about the two processes.
- **Level Red:** sexual assault, drugging, attacks (physical assault, emotional abuse, racial assaults), coercion, large scale theft, etc.
  - **Level Orange:** threats, willful destruction of property, severe slander/libel and intentional disparagement, chronic and patterned issues, sexual harassment, public drunkenness / overt drug use, petty theft.
  - **Level Yellow:** General disputes, verbal disagreements, lack of follow through on promised actions, lesser slander/libel and intentional disparagement, lying.
- b. **Informal Process:** In the event of minor infractions and disagreements, community members may elect to talk it out, even finding a neutral third party to mediate and mitigate the levels of stress. You can read our [Conflict Resolution & Accountability Policy](#) to learn more about how Firefly handles conflict.
- **Level Yellow:** We've seen countless minor issues resolved this way, and even a few larger ones. We do not, however, want to err on the side of making emotional infractions / conflicts automatically the responsibility of the harmed party to resolve. At any time, they can enact the Formal Process (outlined below).
- c. **Formal Process:** In the event of Level Orange and Red Infractions (or Yellow but with requested assistance or repeat offenses), a Formal Process is enacted. This process is as follows:
1. [Incident Report Form](#): The first step is documenting the issue so that Firefly is aware and has a clear record of all the details to consider and can refer back to it over time.
  2. Within 2 weeks of the Incident Report Form being submitted, Firefly will strive to reach out to the indicated parties in the form and seek next steps. While we care deeply for our greater community, we also recognize our organizational limitations and therefore have limited resources that we can offer outside of our gatherings. Even within the context of gatherings, there are limited resources to put towards people's personal conflicts, but we do offer The Care Tent, The Neighborhood and a robust Security Team.

3. If the conflict occurs within the confines of a gathering it will be handled as follows:
- Level Yellow:** These can often be resolved through the informal process, but may at times be moved to the Formal Process due to complexity in resolution. Firefly security team and / or staff will have a conversation to gauge the severity of the conflict. Resolution should be able to be achieved this way, or parties can at least agree to disagree in peace.
  - Level Orange:** Firefly security team and / or staff will have a conversation to gauge the severity of the conflict. We may ask one or both parties involved to leave the premises if communication is clearly not going to resolve the conflict within a reasonably brief time. The people involved may or may not be allowed back onsite, depending on the severity of the situation. *Firefly staff and security retains sole discretion to make these decisions.*
  - Level Red:** Firefly security team and / or staff will have a conversation to gauge the severity of the conflict and secure the situation. Security will ensure that all parties are safe and contained, not spreading the negativity or harm out into the event. Security / Leadership will determine the outcomes and who (if anyone) is required to leave and under what circumstances. Pathways of return will also be evaluated and determined.

**4. If You Don't Honor This Agreement.** If Firefly finds that you have not honored any of your obligations under this Agreement, it reserves the right to terminate the relationship without further notice. You may be refused admission to the event, or required to leave. You will not be paid beyond services already provided. If Firefly is forced to replace you at a higher, last-minute compensation rate, your compensation may be reduced by the difference.

## 5. Who to Contact

- Prior to Events.** If you have any questions, comments or concerns about this document before you are ready to agree to its terms or before the event begins, please contact the below individuals.
  - Staff, board members, and general worktrade crew leads contact Executive Director Marissa Percoco: [director@fireflygathering.org](mailto:director@fireflygathering.org)
  - Instructors contact the Classes Team: [agclasses@fireflygathering.org](mailto:agclasses@fireflygathering.org)
  - Site crew leads contact the Site Manager Kelsey Leahy: [site@fireflygathering.org](mailto:site@fireflygathering.org)
- During the Annual Gathering.** If you are at the gathering and need to contact someone with matters of concern, please contact whoever you feel to be the best fit for the situation. You are welcome to contact the Care Tent, Security, any Firefly staff member, Board members, or the Executive Director. If you are

having trouble finding the help you need, look for someone with a radio or ask at the office.

**PLEASE NOTE:**

- *Firefly Gathering does not have the resources to provide therapy, counseling, professional mediation, etc. We are an earthskills event and do not assume complete healing responsibility for our people. It is your responsibility to do your work, heal your wounds and bring your best self to the community.*
- *Decisions at the Executive Director / Security Team Review level are final. One can appeal to the Board of Directors for a review of decisions, but the decision of security and staff will stand through the current event and hold until a convenient time for the Board to review said appeal.*
- *No Retaliation: No adverse action may be taken against the individual bringing the complaint in good faith, or against any persons who furnish him or her with any assistance solely because of their involvement in the complaint.*
- *Multiple lower level infractions can be combined to equal a higher level infraction if the behavior continues.*
- *Be in integrity with what you publicly share about the event and your experiences, especially if it is negative. Consider the impact of what you are sharing on the greater community.*