AmeriCorps Non-Discrimination Policy – 2025-26

The AmeriCorps Program is available to all, without discrimination on the basis race, color, religion, sex, national origin, age, disability, veteran status, genetic information and any other classes protected by federal or state law.

The Missouri State Public Defender is committed to providing equal employment opportunity for all. MSPD ensures this throughout the employment process, including recruiting, hiring, training & development, job assignments, promotions, transfers, terminations, compensation, and discipline.

Discrimination or harassment based on race, color, religion, sex, national origin, age, disability, veteran status, genetic information and any other classes protected by federal or state law is prohibited and will not be tolerated.

Retaliation against any employee, AmeriCorps member, volunteer, or applicant who complains about discrimination or harassment is also prohibited and will not be tolerated. It is the responsibility of all administrative and supervisory personnel to ensure compliance.

Applicants for, or recipients, of services from MSPD who believe they have been denied a service or benefit may file a complaint by contacting:

MSPD Human Resources Manager Office of State Public Defender 1000 West Nifong, Ste 7-100 Columbia, MO 65203 Telephone: 573-777-9977

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Email: human.resources@mspd.mo.gov

In addition, AmeriCorps members, volunteers, and applicants may file a complaint with local and state agencies responsible for resolving discrimination complaints. AmeriCorps members, volunteers, and applicants may also bring a discrimination complaint or request information from the Corporation for National and Community Service at:

Office of Civil Right and Inclusiveness The AmeriCorps Agency 250 E Street, SW Washington, DC 20525 202-606-7503 (TTY and reasonable accommodation line) (202) 565-3465 (FAX)

Or by sending an email message to <u>eo@americorps.gov</u> or by leaving a voice message on the Civil Rights Hotline at 1-202-606-3461. Calls to the hotline will be returned within 24 hours.

For more information regarding the discrimination complaint process, employees, service members, and volunteers may contact eo@americorps.gov. (from-https://www.americorps.gov/about/agency-overview/civil-rights)

MSPD makes its non-discrimination policy available on its public web page and posts its Member manual on its internal Home Page for review by AmeriCorps members, program staff and MSPD employees.

Individuals who do not speak English as a primary language and who have a limited ability to read, write, speak, or understand English can be limited English proficient, or "LEP," are entitled to language assistance with respect to a particular type of service benefit, or encounter. MSPD will ensure LEP persons are provided verbal interpretation and written translation services through onsite or telephonic interpretation services at no cost.