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introduction

The Theater am Neumarkt, founded in 1966, is a self-producing, independent theatre that has its own ensemble, workshops and stage technology. Since it began, the theatre has worked in the tradition of the collective and locates itself between the poles of contemporary art and political discourse; this is what defines the theatre's sense of identity.

The Theater am Neumarkt sees itself as a place for artistic experiment, as a gathering place and a space for possibilities. It stands for innovative and stylistically influential work and puts contemporaneity, participation, diversity and questioning the role of institutions at the centre of all its endeavours.

A change of direction every four to six years creates the opportunity for artistic re-orientation and positioning. The institutional frame ensures and promotes artistic freedom. The Theater am Neumarkt stands for the courage to take risks, to create ruptures, new beginnings and to be daring. It sees itself as an institution that participates in society's discourse in a meaningful and responsible way and functions as a role model.

In this sense, the Theater am Neumarkt commits itself to following this code of conduct, which reflects the values and goals of the theatre and which was jointly formulated by staff members from different departments.

This code of conduct is a living document that reflects discourse in society and its development, and will therefore be updated in regular intervals as required.

general statement

We treat each other with respect in order to create a working atmosphere that makes constructive cooperation and artistic development and diversity possible. We strive to pro-actively reflect society's diversity and make sure to adhere to the principles of equal opportunity, justice and equal treatment and rights in our actions. Sustainability in how we deal with resources and a duty of care towards staff and colleagues is a priority for us. We take a critical and active approach to the issues of discrimination, sexism, racism, bullying and abuse of power—and are determined to work on overcoming them together.

topics

1 discrimination

Discrimination is treating individual persons or groups as unequal. Worse treatment in comparable situations is often directly related to belonging to a particular group or to a personality trait such as gender, social or ethnic origin, language, religion, political opinion, age, disability, sexual orientation or gender identity, pregnancy or maternity. Sexist or racist portrayals of persons in presentations, on stage, in videos, in texts and other forms of representation are also acts of discrimination.

We do not tolerate discrimination any form. We defend and promote the equality and equal treatment of all persons. We are actively committed to increasing equal opportunities, to reflecting society's diversity and to making our work more accessible. We do not tolerate either verbal, electronic, physical, sexual or psychological discrimination or harassment based on ethnic background, nationality, gender, skin colour, disability, religion, marital status, political beliefs, sexual orientation or any other perceptible difference.

Acts of discrimination are e.g.:

- Not employing a person or not promoting them because of their gender, ethnic background, nationality, religion, disability, sexual identity, pregnancy or maternity.
- Disrespectful and personal comments in meetings, at rehearsals, during performances, at events, e.g. comments about a person's appearance on stage.
- Applying rules and procedures differently for persons in the same positions based on their gender, ethnic background, nationality, religion, ideology, physical abilities or sexual identity.

We regularly work on increasing our awareness of these issues and our own ways of behaving. Equal opportunities and equality on all levels are our declared goals.

2 sexual violence

Sexual harassment is sexual violence and has nothing to do with love or flirting, but rather with demonstrating a power relation. We can all fundamentally distinguish between flirting and harassment very easily. The essential sign of harassment is crossing someone's boundaries against their will. Transactions that did not intend to harass the person can still be experienced as harassment. Sexual or sexist harassment in the workplace are undesired behaviours of any kind, whether they are in the form of gestures, statements, portrayals and/or actions that are experienced by the person affected as insulting, inappropriate or harassment.

We are committed to ensuring that the personal space and boundaries of individuals or groups are respected. The following are examples of inappropriate behaviour and harassment:

- Forcing (or attempting to force) someone into a sexual act using violence or the threat of violence.
- Direct/indirect threat of disadvantages for the rejection of advances.
- Promises of advantages for sexual favours.
- Showing or sharing pornography
- Lewd and sexualised comments, jokes and gestures.
- Derogatory remarks about someone's body, sexuality or sexual orientation.
- Non-consensual physical touch.
- Demanding sexual attention.
- Judgemental looks or comments about someone's clothing, body, sexuality, ethnic characteristics, weight, appearance or personality traits.

We do not tolerate any form of harassment – whether it be inappropriate physical contact or inappropriate language: harassment is violence and can cause serious psychological and physical illnesses as a result. In the spirit of care and for the protection of everyone at the Theater am Neumarkt, we work to create a climate free of fear in which everyone feels comfortable to openly address misconduct and violations of their boundaries. If you feel molested or harassed and you do not know what to do, we recommend to either speak to your direct superior, staff representatives, ensemble representatives and/or other suitable colleagues. We will also refer you to external counselling services.

3 bullying (incl. bossing)

Bullying is when a person or a group of people in the workplace is made to feel inferior, ashamed or excluded by peers or subordinates. It is the deliberate exclusion, belittling, insulting, offending, refusal to communicate with and/or humiliation of a person. Bullying is called bossing when it is done by a person in a superior position. We do not tolerate that either. We do not tolerate any intimidating, offensive, malicious behaviour directed at an individual or a group of people that undermines their trust and self-esteem. Criticising a person regarding their work performance is not bullying. Bullying is when actions are systematic, frequent and repeated, for example once a week, and occur over a longer period of time. Bullying is a form of violence. It appears in many forms: e.g. communication that is not transparent, withholding information, exceeding or not carrying out one's responsibilities, threats, derogatory remarks, etc.

We work proactively towards a good working environment in order to prevent bullying from having a chance to occur. This includes good communication, optimised flow of information, fair and transparent general conditions, clear definitions of responsibilities and well-organised work flows. Those in superior positions must make sure that staff are not being over- or under-

challenged. If you feel like you are being bullied at work and don't know where or who to turn to, we recommend you to speak to staff representatives or other suitable colleagues and/or to get help from external counselling services, which will treat your case anonymously and as highly confidential.

4 abuse of power

All types of harassment and discrimination are about the abuse of power. However, power is certainly not only a question of hierarchical position and/or decision-making functions in an organisation, but also a question of privileges or a question of social assumptions of power in persons interpreted as privileged. We commit to critically examining questions of power and the abuse of power, to taking responsibility and reflecting on our positions and privileges and to not abusing them.

Abuse of power involves behaviours that aim at making someone dependent and bringing them under control or intimidating them and creating obstacles to their personal development. The abuses can be carried out through words or actions and the person doing them is consciously aware that the other person is being harmed through these actions. We value cooperative ways of working together, treating each other with empathy and clearly defined boundaries and responsibilities in our work together. A feedback culture without fear also ensures that potential actions involving the abuse of power are prevented.

5 health protection & welfare

We strive to offer a healthy working environment. We comply with all the applicable regulations with regard to health and safety at work.

While "safety at work" primarily refers to accidents and occupational illnesses, "health protection" is intended to protect our staff from physical and psychological stress in the workplace and the "work-related illnesses" resulting from with this. We help to identify and prevent work-related health risks and hazards in the workplace and different areas of responsibility, and to continuously reduce them with suitable measures.

We commit to actively caring for each other's welfare—also in the sense of health protection. We use employee appraisals, among other things, to talk about the culture of our workplace, to work on this and continuously improve it.

6 addiction

Stress, being over- or underworked or a bad working environment may, in addition to personal risk factors, cause people to compensate for their problems by consuming addictive substances or engaging in other addictive behaviour. Addiction can have serious long-term negative effects on health, safety and working capacity. We commit to providing persons affected by addiction with help and support. We will speak to the person affected in a sensitive way and yet clearly address the behaviour harmful to their health and offer help by pointing them to staff representatives, their superiors or external counselling services. We will not put anyone under pressure, but rather encourage the person to take responsibility for themselves and everyone involved to work together. If the addictive behaviour has been diagnosed by a doctor and the person concerned is no longer able to do his or her job, superiors will take on a key role

and become active following jointly agreed courses of action, following the principles outlined in point 5 “Health protection & welfare”.

7 data protection

We respect the privacy of all persons who provide personal data to the Theater am Neumarkt. In particular this includes: employees, external artists, directors of the theatre, all members of the management, the administrative board, the audience, all stakeholders, all professional partners, etc.

We collect and process the confidential information and personal data of all persons and groups of persons in accordance with the applicable data protection laws. In particular, no access to confidential or personal information is given to unauthorised persons inside or outside the institution.

8 corruption

We do not tolerate any bribery or corrupt behaviour. The staff, directors of the theatre, management and members of the administration may not grant benefits to professional partners, private individuals or government agencies and institutions for the purpose of obtaining an advantage (active bribery), nor may they accept benefits from third parties in return for granting a favour or preferential treatment (passive bribery). Equally, the staff, directors of the theatre, management and members of the administration may also not abuse their positions of power granted within the scope of their work for their own advantage or the advantage of third parties. Caution should be exercised even with invitations to meals and small gifts. They must never imply a possible obligation, either materially or in terms of form and scope.

9 ecological responsibility

We are aware of our ecological responsibility and make sure to deal with materials and resources in a sustainable way in production. We try to recycle and upcycle. We make sure that we do not unnecessarily waste office materials. We try to travel in an ecologically justifiable manner. This point, ecological responsibility, is very important to us and we are constantly working on optimising the responsible use of resources in various areas.

10 culture of participation

Dialogue between all departments in the theatre should be promoted through shared activities and the option to take part in meetings in other departments. We work together on a culture of participation and cooperation, in which there is a trusting and fear-free environment.

The directors lead cooperatively and hold a general meeting at least once a year, at which everyone who works at the Theater am Neumarkt can contribute topics, questions, suggestions and criticism as part of the agenda. We treat each other respectfully as equals and see a culture of participation as the opportunity to contribute in our areas of responsibility in the best possible way and, in addition, to participate in the processes at the Theater am Neumarkt through active dialogue.

implementation

All members of the administration and staff at the Theater am Neumarkt will be made aware of this code of conduct. We, the Theater am Neumarkt, will work on adhering to the values and goals defined in it. The directors of the theatre will ensure that this code of conduct has been communicated to everyone.

If required this code of conduct will be re-examined and expanded in consultation with the working group.

1 measures

One of the measures will be to carry out an antiracism and antidiscrimination workshop with all the staff—including the directors of the theatre—which will contribute to raising awareness of discriminatory and racist structures and behaviours.

We will work together to raise awareness about language and forms of thinking and behaviour. We will work on improved communication and transparency through shared activities—such as team excursions, general meetings and workshops together.

Dialogue between the different departments art, administration and technology will be promoted through such shared activities and the option to take part in meetings in other departments. We will work together to create a trusting working environment without fear.

We will also be sure to consider diversity and equal opportunities in all staffing decisions, including recruitment, training, evaluation and promotion.

2 what to do if an incident occurs

If an incident happens to you and you feel safe enough, we recommend that you first discuss the incident with the person involved and ask them to stop their unacceptable behaviour. This contributes to an honest and open working community and is often the fastest way to find a solution.

If it is not possible for person affected to address the issue directly and they have a trusting relationship to their superior, it is recommended to speak to that person or to turn to a suitable colleague or the staff representatives.

The person chosen for support will then speak to the person affected in a trusting environment about what to do next. The person accused will be contacted by the support person, but only if the person affected agrees to this. The results of these talks will then be communicated to the team/person responsible, again only after checking with and in agreement with the person affected.

3 external counselling services and help centres

Anyone affected by inappropriate behaviour can either turn to their direct superior, a suitable colleague, the appropriate staff representative and/or external counselling services.

applicability

This code of conduct applies to everyone, i.e. for all full- and part-time staff, including the directors of the theatre and all members of the management, as well as artistic collaborators and guests.

All persons and groups of persons mentioned are expected to know, understand and comply with this code of conduct, as well as all laws and regulations that are relevant to their work activities. This code of conduct comprises the most important principles of the Theater am Neumarkt. However, it is not exhaustive. As described in the introduction, this code of conduct is a living document that reflects discourse in society and its development, and will therefore be updated in regular intervals as required.

This code of conduct was produced from April to June 2021 by a working group consisting of employees from various departments: Sybille Eigenmann (workshop/carpentry), Sina Knecht (technician/light), Ueli Kappeler (technician/light), Kenza Nessaf (art/assistant director), Sandro Burkart (communications), Semhar Tewelde (bar). Hayat Erdoğan (co-director of the theatre) led the process with the staff.