SMH Allies Cue Card

Tips:
- Be approachable and visible
- Center the target and their desires - ask what they want or need
- Empathize - “That sounds terrible, I’m so sorry that happened to you, I imagine that was an awful experience…”
- Offer water/snack
- Record potential witnesses

Questions/Concerns?
- Email: smhconduct@gmail.com

**DIRECT**
- Address the harasser
- Address the target

**DISTRACT**
- Approach either harasser or target
- Recruit others to help intervene

**DELEGATE**
- Report to Intake Committee

**DELAY**
- Intervene after the fact

Modeled after SMARTS
SMH Intake Committee Cue Card

Target Interview:
- No anonymous reporting
- Two interviewers should be present
- Ask target if they would like anyone with them
- Get contact info for follow up and take notes
- Use active listening and validate
- Focus on what happened
- Ask target what they want or need
- Consider risk to other potential victims, look for a pattern
- Ask if target wants to know outcome
- Do not make promises
- If necessary, help target get to a crisis center or contact police

Harasser Interview:
- Keep target and/or reporter names confidential
- Two interviewers should be present, at least one senior scholar
- A member of the Referee Committee should be present
- Get contact info for follow up and take notes
- Use active listening
- Do not make promises
- Put burden on violator, not on the target

Modeled after SMARTS

Questions/Concerns: Contact smhconduct@gmail.com
SMH Referee Committee Cue Card

Objective and Guidance:
- Determine if alleged violator gets to stay at event
- Impact supersedes intent
- Keep target/reporter’s names as confidential as possible
- Choose minimum sanction that will protect the community
- Aim is safety and inclusion not retaliation/punishment
- Consider legal risk of not acting in the case of a clear violation

Likely Allow to Stay with Warning:
- Alleged violator acknowledges offense, volunteers apology, and states will not repeat the behavior

Likely Ask to Leave:
- Alleged violator argues policy/Code of Conduct is wrong and does not affirm willingness to follow the policy
- Alleged violator insists on knowing identity of target/reporter
- Alleged violator asserts rank/status and does not acknowledge impropriety of asserting privilege
- Alleged violator argues intent matters more than impact
- Alleged violators displays DARVO tactics (defend, attack, reverse victim and offender)

Less Clear:
- Alleged violator denies accusation/has different experience of events - seek witnesses
- Witnesses differ or if there are no witnesses

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Conduct Committee & Allies Contact Information

**Allies**
- Anthony Carlson  
  405-626-0772
- Ricardo Herrera  
  330-524-8661
- Angela Riotto  
  570-294-5440
- Ben Schneider  
  412-244-6369

**Intake Committee**
- Vanya Eftimova Bellinger  
  717-254-5707
- Mary Elizabeth Walters  
  843-703-0902
- Cameron Zinsou  
  817-726-8391

**Referee Committee**
- Bruce Cohen  
  972-955-7661
- David Preston  
  843-813-2558
- Danielle Skjelver  
  406-548-7649
- Jennifer Speelman, ex officio  
  516-466-6490

**Universal Information**
- Email: smhconduct@gmail.com
- Retreat Room: Event Staff Office: Texas Ballroom Level Behind the Registration Desk. To gain access, call/text Fiona Holland, SMH Event Manager, at 719-330-3478.
- Tarrant County Rape Crisis Hotline: 817-927-2737

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