July 1, 2018

**Equal Employment Opportunity Policy**

Hillcrest Washington Youth Home, Inc. (hereinafter Hillcrest) is an Equal Employment Opportunity Employer (EEO). We take EEO very seriously and will not tolerate harassment or discrimination. It is the policy of Hillcrest to provide equal employment opportunity to all qualified individuals without regard to race, color, sex (including sexual orientation and gender identity), religion, national origin, disability, age, genetic information, or veteran status in all personnel actions including recruitment, evaluation, selection, promotion, compensation, training, discipline, termination, etc.

It is also the policy of Hillcrest to promote the realization of EEO through positive and continuing practices designed to ensure complete understanding of equal employment opportunity without regard to race, color, sex/sexual orientation, religion, national origin, disability, or age, genetic information, or veteran status.

To make this policy effective, and to ensure conformance with applicable U.S. EEO laws and regulations, we are posting this policy for review by all employees.

We ask your cooperation and assistance in our affirmative efforts to recruit, hire and promote qualified minority and female individuals in all positions, specifically positions which are underutilized. In this regard, if you know individuals who might be interested in and qualified to work for Hillcrest, we encourage you to refer them. Please note that all applicants will be considered equally based upon qualifying, non-discriminatory factors. It is the policy of Hillcrest that the best qualified applicants are hired and promoted.

All applicants and employees are entitled to equal opportunity. If you believe you have been discriminated against, you are encouraged to report this to your immediate supervisor or to Debra Bieber, Human Resources Director, at (812) 436-4233. Allegations of discrimination will be investigated promptly by Hillcrest, without threat of retaliation.