



RISE Liaison Tips

Updated 6/1/2022

Thanks for signing up to serve as a RISE Liaison at an upcoming GSA event. You play an important role in reinforcing GSA's commitment to offering safe, respectful, and inclusive meetings.

A. BE VISIBLE

- **Remember to wear a RISE pin** - Ask for your RISE pin at the meeting information desk or registration desk.
- **Add "RISE" to your profile for online meetings**
 - ⇒ Navigate to MY PROFILE once you have joined the online platform and insert "RISE" in front of your first name.

B. TAKE ACTION IF YOU BECOME AWARE OF A CONCERN.

General Rules (in-person events):

- 1. If someone approaches you with a concern, do what you can to help them feel respected and supported:**
 - Find a quiet place to talk so that others will not overhear your conversation
 - Listen and find out what happened in the reporter's own words (use open-ended questions starting with words like who, what, when, and where to gather basic information about the facts)
 - Explain that you have volunteered to serve as a RISE Liaison to help advance GSA's commitment to offering safe, respectful, professional meetings
 - Explain that GSA has implemented consistent, confidential procedures to ensure that conduct concerns are taken seriously, that complaints are investigated, and that proven violations are enforced
 - Let the reporter know about the RISE office and, where appropriate, direct them to ethics@geosociety.org
- 2. Notify GSA's Ethics Office of all complaints and concerns so we can make sure there's appropriate follow up and keep our meetings safe**
 - Remember that your job involves gathering basic information, not doing a full investigation
 - If you get a complaint or see something that seems inappropriate, notify GSA's Ethics Office (ethics@geosociety.com or RISE Office) as soon as possible

General Rules (on-line events):

If you read any comments that seem inappropriate:

1. Post this comment: "Remember RISE - Let's make this a respectful, inclusive meeting."
2. Do not delve into the substance.
3. Notify ethics@geosociety.org after the session to share what you observed (if the conduct seems particularly egregious, notify the Meetings Department or Ethics Office ASAP)

C. LET US KNOW IF YOU HAVE QUESTIONS OR WANT HELP

- Email: ethics@geosociety.org
- For in-person meetings, visit GSA's RISE Office or notify the Meetings Department staff