

## Communities of Practice (CoP)

# Code of Conduct

This Code of Conduct provides more information about our communities, including the rules and responsibilities we expect all our community members (including facilitators and champions) to follow. It builds on, but does not replace, the Knowledge Hub's [Terms and Conditions](#).



### What we expect from you...

**Get involved:** You can contribute as much or as little as you like, but the more you put in the more you'll get out!

**Treat everyone with respect:** These are supportive communities where members can ask questions and share experiences free from judgement.

**Respect other's privacy:** Do not share anyone's personal information or content without their consent.

**Keep it clean:** If you see behavior or content that goes against this Code of Conduct and/or Knowledge Hub's Terms and Conditions, flag it and report it.

**Be inspired:** Our members are encouraged to share ideas and opinions to help and inspire others. However, these should not be treated as constituting advice or recommendations (professional or otherwise).

### Ways of working...

Each community will have an online 'home' (group) on the Knowledge Hub, where members can connect with like-minded individuals from across the Welsh public sector.

There may be meetings, the frequency and location of which will be agreed by each community. These will be arranged and advertised through the online group.

We may arrange specific 'meet-ups' at the request of a community.

### Roles...

**Facilitator:** In line with the Knowledge Hub's Terms and Conditions, each community has a few facilitators (usually Data Cymru staff) who are responsible for managing, and moderating where necessary, the group. Our facilitators are also responsible for managing membership requests.

Each community's facilitators are listed on the group's home page. You can contact a facilitator by emailing [enquiries@data.cymru](mailto:enquiries@data.cymru).

**Champions:** Each community also has voluntary champions that help ensure our communities thrive online. Our champions have agreed to play a pro-active role in keeping the group up-to-date and active. They will do this by adding new content on a regular basis, instigating discussions, encouraging participation and responding to comments / questions. They will also support the facilitators in moderating the content as necessary.

**Members:** Our members are the lifeblood of our communities – a successful community relies on members interacting and using the group. So, don't be shy – get posting!