



2540 CENTER ST
BETHLEHEM PA 18017
610-865-5715



Subject: Nondiscrimination Policy Statement
Equal Employment Opportunity

To: Staff

From: Candy LaBar/Wesley United Methodist Church
Susan Matacavage/WCOF Advisory Board

An open and equitable personnel system will be established and maintained. Personnel, policies, procedures and practices will be designed to prohibit discrimination on the basis of race, color, disability, ancestry, national origin, age or sex. Wesley Church, which Wesley's Circle of Friends Preschool is a ministry of, complies with all nondiscrimination laws. These laws afford an exception to religious organizations in the selection of personnel serving important religious functions.

Employment opportunities shall be provided for applicants with disabilities and reasonable accommodation(s) shall be made to meet the physical or mental limitations of qualified applicants or employees.

Any employee who believes they have been discriminated against may file a complaint of discrimination with any of the following.

Wesley United Methodist Church
Wesley's Circle of Friends Preschool
2540 Center Street
Bethlehem PA 18017

Commonwealth of Pennsylvania
Department of Human Services
Bureau of Equal Opportunity
Room 225, Health & Welfare Building
P.O. Box 2675
Harrisburg, PA 17105

PA Human Relations Commission
Harrisburg Regional Office
333 Market Street, 8th Floor
Harrisburg, PA 17101

U.S. Department of Health and Human Services
Office for Civil Rights
Suite 372, Public Ledger Building
150 South Independence Mall West
Philadelphia, PA 19106-9111