

## **Draft Social Media Policy**

Sycamore Township employees have the right of free speech and the ability to express themselves as a private citizen on interactive computer-mediated technologies that facilitate the creation or sharing of information, ideas, or opinions and other forms of expression via virtual communities and networks (i.e. social media). However, as public employees, Sycamore Township employees are cautioned that speech (both during and outside of work hours), made in connection with the employee's Township duties and responsibilities, is not protected speech under the First Amendment and may form the basis for discipline.

Employees not acting in their official capacity shall not represent or give the impression that they are acting in their official capacity. Employees should also take appropriate measures to ensure that any third parties understand the employee is expressing his or her own personal views and not the views of the Township. To avoid confusion, employees should state something to the following effect: "The views expressed herein are mine alone and do not reflect the views of Sycamore Township."

## POLITICAL ACTIVITIES

The Employer values the first amendment rights of the Employee and in no way would want to infringe on those rights intentionally or unintentionally. The Employer also desires to promote an apolitical work environment and to protect the Employee from potential pressures and harm associated with the solicitation of assistance regarding political activities. Therefore, the Employer will refrain from soliciting the assistance of the Employee regarding political activities of any sort.

To further promote an apolitical work environment, the Employee shall not engage in any political campaigning pertaining to Sycamore Township, other than to express privately their opinions. Political campaigning includes any overt public expression, including without limitation on interactive computer-mediated technologies that facilitate the creation or sharing of information, ideas, or opinions and other forms of expression via virtual communities and networks (i.e. social media), or overt public activity for or against a political organization, candidate, or referendum issue such as a formal public endorsement, distributing campaign material of any kind, or posting campaign material other than on one's own person or personal private property.

The foregoing does not preclude the Employee from circulating nominating petitions, serving as an election official on any registration or election day, or running for an elected Township office such as Trustee or Fiscal Officer.