



## **BRANSON BANK**

### **EQUAL EMPLOYMENT OPPORTUNITY**

Branson Bank is an equal opportunity employer and it is our policy to provide equal employment opportunities to all qualified candidates. We are committed to maintaining employment practices based on the principles of equal opportunity and ensuring that employment decisions are not influenced or unlawfully affected by your race, color, national origin, sex (including sexual orientation and gender identity), religion, ancestry, citizenship, and immigration status, gender, age, physical or mental disability, pregnancy, results of genetic testing, service in the military, veteran status, or any other characteristic protected by applicable federal, state, or local law.

This commitment includes all aspects of recruiting, hiring, training, placement, transfer, promotion, demotion, assignment, compensation, benefits, layoff, recall, leave of absence, termination, and any other term, condition, or privilege of employment. Branson Bank is committed to assuring that all programs are administered without regard to any characteristic protected by applicable state, federal, or local law. Branson Bank takes allegations of harassment, intimidation, threats, retaliation, coercion, or discrimination very seriously and will promptly investigate when warranted.

### **AFFIRMATIVE ACTION**

Branson Bank is committed to the principles of Affirmative Action and has developed a written Affirmative Action Program. This program sets forth the policies, practices, and procedures that Branson Bank is committed to following to ensure that its policy of non-discrimination and affirmative action for women and minorities, qualified candidates with disabilities, and qualified protected veterans is accomplished.

To ensure dissemination and implementation of equal employment opportunity and affirmative action throughout all levels of the Bank, Human Resource Officer will serve as the Equal Employment Opportunity (EEO) Coordinator for Branson Bank. One of the EEO Coordinator's responsibilities is to establish and maintain an internal audit and reporting system to allow for effective measurement of Branson Bank's programs. The Affirmative Action Program is available for your inspection upon request, during normal business hours. If interested, contact the Equal Employment Opportunity (EEO) Coordinator for assistance.

### **DISABILITY ACCOMMODATION**

Branson Bank is committed to complying fully with the Americans with Disabilities Act (ADA) and the Americans with Disabilities Act Amendments Act (ADAAA). This includes ensuring equal opportunity in employment for qualified persons with physical or mental disabilities. Branson Bank will provide you with reasonable accommodation(s) to any known physical and mental limitations when you are qualified for a job, with or without reasonable accommodations, to enable you to perform the essential job duties.

Branson Bank will comply with all federal and state laws concerning the employment of persons with disabilities. Branson Bank will also follow regulations and guidance issued by the Equal Employment Opportunity Commission (EEOC). Furthermore, it is our Bank policy not to discriminate against qualified candidates with disabilities, or because of a perceived disability, regarding application procedures, hiring,

advancement, discharge, compensation, fringe benefits, training, or other terms, conditions, and privileges of employment.

The Bank will reasonably accommodate qualified candidates with a disability so that you can perform the essential functions of a job unless doing so causes a direct threat to these candidates or others in the workplace and the threat cannot be eliminated by reasonable accommodation and/or if the accommodation creates an undue hardship to Branson Bank.

If you are disabled and desire a reasonable accommodation, contact Human Resources with any questions or requests for accommodation. The accommodation request will be discussed with you and your supervisor. Additional information from your health care provider(s) regarding the nature of the disability and any limitations may be required to determine viable options for reasonable accommodation. Branson Bank will also take into consideration cost, impact on other associates, policies and procedures, and burden on operations when exploring reasonable accommodation options.

## **DIVERSITY**

Branson Bank recognizes the value of a diverse workforce and is committed to creating and maintaining an inclusive environment where differences are valued and respected. We strive to foster a supportive environment in which you realize your maximum potential regardless of differences based on age, color, disability, race, ethnicity, gender, national origin, sexual orientation, gender identity or expression, physical and mental abilities, family or marital status, political affiliation, religious beliefs, socio-economic status, veteran status, or any other status.

Branson Bank also embraces diversity by recognizing other characteristics that make each person unique such as geographic location, tenure, knowledge, life experiences, innovation, self-expression, capabilities, talent, and perspective. The collective sum of these individual differences represents a significant portion of our culture. We encourage you to make contributions that reflect your unique perspectives while still fitting into the larger culture of our Bank. Branson Bank associates have a responsibility to treat others with dignity and respect at all times.

If you require accommodation at any point during the application or selection process, please contact Jamie Hunt at: [jhunt@bransonbank.com](mailto:jhunt@bransonbank.com) to discuss your needs.