

# **University of Gloucestershire Your Future Plan Service Ethical Employability Policy**

## **1. Purpose**

The University of Gloucestershire's Your Future Plan (YFP) service places significant importance on and commitment to the development of relationships and engagement in promotional activities with third party employers in order to source work-related and workplace learning and employment opportunities for students and graduates.

This policy will set out the sustainable and ethical considerations which the University's YFP service will consider when making careers and employability decisions. This relates to all activity including the sourcing of work-related and workplace learning, mentoring and employment opportunities for students and graduates through activities such as careers fairs, curriculum involvement, volunteering, and student and graduate work-related learning.

## **2. Scope**

Engagement with the YFP service may include, but is not limited to, managed recruitment services, employer events, advertisement of vacancies via the University's online careers portal, curriculum delivery and partnerships, mentoring and all social media promotion.

This Policy shall apply to all careers and employability decisions being made by the University. It should be read in conjunction with the terms and conditions set out in the University of Gloucestershire's Your Future Plan Privacy Notice and Terms and Conditions for Employers, Charities, Third Parties and External Stakeholders available at: [University of Gloucestershire's Privacy Notice and Terms and Conditions](#)

The terms set out in this policy apply to engagement between the University of Gloucestershire's YFP service and third-party employers, however sustainable and ethical industry engagement between the University of Gloucestershire as an institution including academic and professional services departments and third-party employers will be encouraged.

This Policy is effective from 2023 until further notice.

## **3. Policy**

3.1 Environmental sustainability, ethical community and external engagement are very important to the University. The YFP service strives to ensure that the environmental impact of its day-to-day work is minimised, and that work is carried out to the highest ethical and quality standards, as established by the Association of Graduate Careers Advisory Services (AGCAS); the Association for Sandwich Education and Training (ASET); the National Association of Student Employment Services (NASES); the Higher Education Careers Service Unit (HECSU) and relevant government regulatory bodies.

3.2 The YFP service aims to provide students and graduates with the opportunity to engage with a diverse range of third-party employers across the portfolio of courses and subjects taught at the University of Gloucestershire. Where this presents complex environmental

and ethical factors, the University will seek to provide objective transparency with its students and graduates to ensure they are able to make personal, well informed decisions according to their own interests and circumstances.

3.3 Exclusionary criteria based on legal compliance is outlined in the University of Gloucestershire's Your Future Plan Privacy Notice and Terms and Conditions For Employers, Charities, Third Parties and External Stakeholders.

3.4 The Your Future Plan department will continue to work across all sectors in supporting the transition towards a net-zero carbon neutral future such as a renewable energy subsidiary within an energy organisation or supporting social justice developments.

3.5 The criteria utilised in engagement with third party employers will not impact the impartiality or factual, evidence-based one to one career guidance provided to students and graduates by the YFP service.

3.6 The YFP service will run third party employer engagement events on campus and online throughout the year, providing opportunities to engage with students and graduates. The YFP service will encourage third party employers to reduce their environmental impact when attending events by undertaking the following:

- Reduction of the amount of paper and paper-based materials used.
- Reduction of the volume of printed materials that are brought onto campus and opting for environmentally friendly giveaways.
- Organisations will be encouraged to bring their own reusable water bottles.
- Organisations will be encouraged to use public transport or car share when travelling to on-campus events to reduce the environmental impact.

3.7 The YFP service will continue to review the third-party employer involvement in the delivery of employability events to reduce environmental impact.

3.8 As a member of the Association of Graduate Careers Advisory Services (AGCAS) the YFP service conforms to the AGCAS Code of Ethics (<https://www.agcas.org.uk/AGCAS-Member-Code-of-Ethics>) and other quality measures that ensure the delivery of an ethical and high-quality employability service to all internal and external stakeholders.

3.9 Any new relationships with third party employers will be informed of this Policy and the YFP service will engage with them to ensure that regard is given to the requirements of the Policy within the terms of collaborative work going forwards.

#### **4. Links**

[University of Gloucestershire's Privacy Notice and Terms and Conditions](#)

[University of Gloucestershire's Policy on Unpaid Opportunities](#)

The YFP service will review this policy annually to ensure it remains relevant, current and fit for purpose. The Policy will be approved on the University's behalf by the University's Executive Committee.

Day-to-day responsibility shall reside with the University's Director of Student Employability.