**University of Northampton Student Futures Ethical Employability Policy**

**1. Purpose**

Sustainability is one of the four core values at the University of Northampton, shaping our strategy and guiding our decision-making processes.

Student Futures (SF) places significant importance on and commitment to the development of relationships and engagement in promotional activities with third-party employers 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 SF will consider when making careers and employability decisions. This relates to all activities, 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 SF 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 SF ‘Privacy Notice and Terms and Conditions for Employers, Charities, Third Parties, and External Stakeholders’ policy.

The terms set out in this policy apply to engagement between the University of Northampton SF and third-party employers; however, sustainable and ethical industry engagement between the University of Northampton as an institution, including academic and professional services departments and third-party employers, will be encouraged. This policy is effective from 2024 until further notice.

**3. Policy**

3.1 Environmental sustainability, ethical community, and external engagement are very important to the University. SF 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 SF 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 Northampton. Where this presents complex environmental and ethical factors, the University will seek to provide objective impartiality and transparency with its students and graduates to ensure they are able to make personal, well-informed decisions according to their own interests, ambitions, and circumstances.

3.3 Exclusionary criteria based on legal compliance are outlined in the ‘Privacy Notice and Terms and Conditions For Employers, Charities, Third Parties, and External Stakeholders’.

3.4 The Student Futures 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 and any other careers-related learning provided to students and graduates by SF.

3.6 SF will run third-party employer engagement events on campus and online throughout the year, providing opportunities to engage with students and graduates. SF 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 environmental impact.

3.7 SF will continue to review 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), SF 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 SF 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**

* [**Student Futures Policy on ‘Privacy Notice and Terms and Conditions For Employers, Charities, Third Parties, and External Stakeholders’**](https://www.northampton.ac.uk/wp-content/uploads/2024/07/student-futures-privacy-notice-and-terms-and-conditions.docx)
* [**Student Futures ‘Policy on Unpaid Opportunities’**](https://www.northampton.ac.uk/wp-content/uploads/2024/07/student-futures-policy-on-unpaid-opportunities.docx)

SF 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 Leadership Team. Day-to-day responsibility shall reside with the University’s Director of Student Futures.