

Edge Hill University Ethical Careers Policy

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Next Review: 25 June 2027

Introduction

The Careers, Employability and Experience team at Edge Hill University has a simple mission; to provide students and graduates of the University with access to the right information, resources and opportunities that will support them in their early career plans and goals. We place personal values – both the ability to explore what these mean for each individual and how to apply them to future decision making – at the heart of our work. We believe that each student and graduate should feel in charge of their own future and feel confident to make informed decisions based on their personal beliefs, priorities and understanding of wider contextual factors. Our delivery across the curriculum, from Careers Corner and at our extracurricular activities and events focuses on foregrounding these qualities in all we do.

Scope

The scope of this policy covers the whole of Edge Hill University's operations related to careers and employability activity, including in-person, hybrid and virtual provision, and activity involving external employers, speakers and contributors.

Operational Delivery, Governance and Oversight

All careers and employability events, employer engagement activity and associated provision must align with the University's Conference & Events Policy and associated processes. This applies to in-person, hybrid and virtual activity.

All events must begin with submission of an Event Enquiry and must not proceed to publicity, booking, external engagement, confirmation of speakers or financial commitment until the event has been formally accepted through the Conference & Events process. Event Hosts must not independently arrange room bookings, contact suppliers, confirm speakers, or make financial commitments outside of the Conference & Events process. All coordination must be managed through the Conference & Events Team as the single point of coordination. The Careers Team operates a business partner model, providing advice and guidance to Faculties and service areas. Responsibility for compliance, documentation and delivery sits with the Event Host in line with the Conference & Events Policy.

Risk assessments are mandatory where required under the Conference & Events Policy, including for events involving external speakers, public audiences, specialist facilities, or higher-risk activity. Event Hosts must ensure that appropriate risk assessments and mitigations are completed and approved in advance. Clear and timely communications will be provided to stakeholders outlining expectations, responsibilities and required processes in advance of activity delivery, including requirements for risk assessments, event approval and compliance processes.

Sector Alignment

As a team we are a member service of the Graduate Futures Institute in the UK. As a member we adhere to the Graduate Futures Institute code of ethics, which can be found on their [website](#). As a member service, we also engage with sector guidance and resources, including those developed by the Graduate Futures Institute, to ensure our practice reflects current sector expectations, labour market intelligence and emerging ethical considerations.

Of the six points within this code of ethics, the two most relevant to this ethical careers policy are impartiality and integrity.

Impartiality

It is not for us to ascribe a moral value to the career goals of our students and graduates, and we do not direct individuals towards or away from particular career paths or employers. As part of fulfilling our purpose, the principle of impartiality underpins all aspects of the student and graduate experience. This extends beyond careers guidance, employer engagement and employability activities to include all curriculum activity, co-curricular provision and all interactions between staff and Edge Hill students and graduates. This approach applies consistently across all staff interactions and across in-person, hybrid and virtual delivery.

Our role is to provide accurate, balanced and accessible information, enabling students and graduates to make informed decisions aligned to their own values, priorities and circumstances. This includes supporting individuals to critically evaluate employers, sectors and opportunities, including ethical, sustainability and social impact considerations and within their taught curriculum and co- and extra-curricular activity. Impartiality applies across all educational activity, including guidance, curriculum delivery and interactions with students and graduates, not solely employer engagement. We will support individuals pursuing any career path, including those in sectors or organisations with which the University may not actively engage. This approach applies consistently across in-person, hybrid and virtual delivery.

Integrity

We can be trusted to act in the best interests of students and graduates, and we are transparent in what we do. Any vacancy that we advertise goes through a

vetting process and only roles that meet the criteria set out in our employer policy are approved and promoted to our students and graduates via our careers vacancy portal.

Freedom of Speech and Lawful Expression

Event Hosts must ensure that all activity aligns with the University's Freedom of Speech Policy and Code of Practice, including any requirements relating to notice, speaker approval and risk mitigation where applicable. Where events involve external speakers or contributors, these must be managed in accordance with the Conference & Events process and associated Freedom of Speech requirements. The University does not support unlawful speech or conduct, including unlawful harassment, unlawful discrimination or incitement to violence or hatred, and expects all participants to engage within the law while respecting the rights and freedoms of others.

Employer Engagement and Events

In terms of employer engagement and events, both on campus and through virtual delivery, we believe that providing access to a wide range of employers supports students in developing networks, commercial awareness and the ability to make informed, value-led decision making. We recognise that students and stakeholders may hold differing views on particular organisations or sectors. Students are entitled to express disagreement, including through lawful protest, and we support open and respectful dialogue. At the same time, all participants are expected to respect the rights of others to engage with employers and careers activity without disruption, intimidation or interference. No careers or employer engagement event may be advertised, promoted, or confirmed, including confirmation of external speakers or participants, until formal acceptance has been provided through the Conference & Events process. Students and stakeholders may contact the Careers Team to raise concerns or queries. However, decisions relating to event delivery, approval or acceptance are governed by the Conference & Events process and wider University policy.

Ethical Position

Our students and graduates engage with, and ultimately go on to work for, a wide variety of employers both within the UK and across the globe. Our ethical stance is clear in that as part of providing our various services to students, we don't dictate what any individual's ethics and career path ought to be. We are there to support and guide students and graduates in their own journey to enable them to make an informed decision.

Decisions regarding employer engagement and activity are informed by institutional priorities, student demand, labour market data and sector guidance, ensuring an evidence-based and contextually appropriate approach.]

Employer Policy Link

Our terms and conditions that outline our criteria for working with a third-party employer are available on our website:

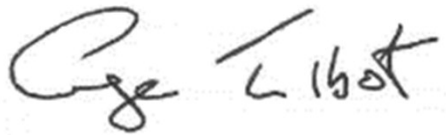
<https://www.edgehill.ac.uk/departments/support/careers/information-for-employers/terms/>

Review

This policy is supported by ongoing sector engagement and will be reviewed regularly to ensure alignment with regulatory requirements, sector guidance and the evolving needs of students and graduates.

Ethical Careers Policy endorsed and approved by:

Signed:

A handwritten signature in black ink, appearing to read 'George Talbot', written over a faint dotted grid background.

Name: George Talbot

Position: Acting Vice-Chancellor

Date: 03/07/2026