

# Employer Engagement Statement of Principles

## Purpose

Student Futures and the University of Northampton promote a wide range of job opportunities, volunteering and placements to our students and graduates, working in partnership with external organisations (employers, social mobility enterprises, agencies, chambers of commerce, etc) to achieve this. We collaborate with external organisations to support students to build their employability skills through a wide range of careers events and activities. We value the relationships with these organisations and aim to provide a high level of service.

The purpose of this Statement of Principles is to set out our position in relation to the organisations and their opportunities that Student Futures will engage with and promote. This includes sourcing and advertising of opportunities and engagement with employability activities, both in the curriculum and extra-curricular.

## Scope

These terms apply only to engagement with the University of Northampton Student Futures Service.

Engagement with external organisations may include, but is not limited to; advertisement of opportunities, attendance at careers fairs and other employer events, curriculum involvement, and promotion through social media and direct email.

This Statement of Principles applies to all decisions made by Student Futures and should be read in conjunction with the Student Futures Employer Engagement Privacy notice, and [Student Privacy Notice](#), as well as recognised legislation including:

- [National Minimum wage](#)
- [National Minimum Wage Work Experience and Internships](#)
- [Equality Act 2010: Guidance](#)

As a member of the Graduate Futures Institute, the University of Northampton Student Futures Service adheres to the core principles and standards of professional practice as described in the [Graduate Futures - Partner terms & conditions](#) .

## Equality and Inclusion

The University of Northampton Student Futures Service actively supports organisations who:

- Are taking steps to create employment or career development opportunities for students from disadvantaged and lower socio-economic backgrounds
- Wish to promote career development opportunities for students from under-represented groups such as those from black or ethnic minority backgrounds, those who are neurodivergent, or care leavers
- Align their recruitment and employment practices that [prevent discrimination](#)

We do not engage with organisations who discriminate against the nine protected characteristics:

- Age
- Gender Re-assignment
- Marital status or in a civil partnership
- Pregnancy or on maternity leave
- Disability
- Race including colour, nationality, ethnic or national origin
- Religion, belief, or lack of religion/belief
- Sex
- Sexual orientation

The exceptions to this are when there is a genuine occupational requirement, covered by the relevant legislation, which permits exemption, or positive action is legally permitted to address under-representation.

We expect employers to be transparent with students and graduates in respect of any fees that apply to early exits from their placements or graduate schemes and include this information in the promotion of their opportunities to enable students and graduates to make career decisions that work for them.

## Ethical and Sustainable Recruitment

The University of Northampton Student Futures Service empowers students and graduates to make values-driven career decisions by requesting all employers we work with to be transparent about their commitment to sustainability, aligning with the [University of Northampton Sustainability Strategy 2025-2030](#)

We recognise the impact our graduates can have in making a positive contribution to the [UN Sustainable Development Goals](#) and are committed in supporting them to learn about and access careers that are aligned to these goals.

As a University committed to social impact, we are committed to the long-term wellbeing of both people and the planet. To this end, we will actively promote opportunities to students which have a positive impact both environmentally and socially. We promote sustainable recruitment with the employers we work with, guided by the principles of the [Sustainable Recruiters Alliance](#), encouraging our partners to consider ways in which they can minimise their carbon footprint during the attraction and recruitment process.

## Promotion of Opportunities and Activities

### Types of Opportunity

The University of Northampton Student Futures Service will promote the following to our students and graduates:

- Graduate roles/schemes
- Year-long placements (sandwich year placements or year in industry)
- Internships
- Part-time work
- Seasonal work
- Casual work
- Volunteering
- Work experience
- Work shadowing
- Training opportunities

We will reject vacancy postings where there are concerns around exploitative or discriminatory behaviours, in line with our Organisation and Vacancy Approvals Framework

Part-time roles exceeding 20 hours per week during term time are subject to additional consideration, focusing on student wellbeing and academic commitments.

For definitions of role types, please refer to our Organisation and Opportunity Approval Framework

### Unpaid Work Experience

To ensure fair and positive experiences for all students, any unpaid opportunity advertised through Student Futures must be a short-term project lasting no longer than two weeks full time in duration (or the equivalent of 10 days if not two consecutive weeks), consisting of work shadowing and limited project-based activities that do not constitute a paid worker role.

Unpaid positions cannot be used to fill ongoing or sustained business needs. If the opportunity requires a job description, consistent hours, regular responsibilities, or long-term contribution, it must be offered as a paid role in line with relevant employment law and good practice.

Please note that only registered charities and not-for-profit organisations may advertise ongoing volunteer roles. All other employers must offer short, time-bounded projects if the position is unpaid.

These guidelines help safeguard students' rights, ensure equity, and maintain the quality of work-based learning opportunities.

If the unpaid work experience is approved as meeting university placement requirements, these unpaid work restrictions do not apply.

## Recruitment Activities

The University of Northampton Student Futures Service will facilitate opportunities for organisations to connect and engage with our students and graduates, both virtually and in-person, for the purposes of recruitment. These opportunities are subject to Student Futures approval and based on student/graduate demand and the volume and/or quality of opportunities.

## Employability Development Activities

The University of Northampton Student Futures Service will actively develop activities with organisations to provide career development opportunities for students, such as mock interviews, skill development workshops, insight days and live client briefs. These opportunities are subject to Student Futures approval and based on student/graduate demand and the volume and/or quality of opportunities.

## Engagement

The University of Northampton Student Futures Service does not guarantee the quantity or quality of student or graduate engagement with opportunities or activities. Active promotion to encourage and increase engagement will take place for all activities, the UON Target Connect Jobs Board as a whole, and where agreed, specific opportunities, however it is not possible to guarantee levels of engagement.

## Student Route Visa Sponsorship Requirements

The University of Northampton acts as the sponsor for students holding a Student Route Visa (SRV) and is required to ensure compliance with the conditions of their visas. SRV visa conditions place legal restrictions on the type and amount of paid work and volunteering that may be undertaken. Any breach of these conditions may result in serious consequences, including the revocation of the student's visa and potential financial or regulatory penalties for the University.

For work (paid or unpaid) that is approved as a placement by the University, which means that it is an integral and assessed activity for the students course they are enrolled on, students are able to work full time.

## Exclusions

The University of Northampton Student Futures service will not engage with any organisation who, by association, risks reputational damage to the university e.g. the business is seen to be irresponsible or unethical in its practices. We will not advertise any opportunity that:

- Does not comply with employment law
- Does not meet the legal National Minimum Wage
- Promotes or endorses potentially illegal activity e.g. pyramid selling schemes
- Pays on a commission only basis - either wholly or principally commission only
- Involves writing academic essays or personal statements for use by other students

- Has misleading, incomplete or inaccurate job descriptions for paid opportunity
- Is not from a legitimate business
- Involves working in private/non-business registered households. [Note: opportunities to work within a household, e.g. care work, will only be considered if the work is supervised by a legitimate business that is an appropriately licensed agency and relevant liability insurances are in place.]