

Ethical Careers Policy

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1. Introduction

The University of Roehampton recognises the critical role that sustainability plays in its operations, as demonstrated by its [ethical investment policy](#), and is committed to providing high-quality and impartial careers advice while keeping ethical considerations at the core of its practice.

This Ethical Careers Policy statement outlines the university's commitment to managing its career service delivery with a focus on social responsibility while acting in compliance with the [Association of Graduate Careers Services \(AGCAS\) Code of Ethics](#).

2. Scope

The Student Futures (careers service) team is independently run by the University of Roehampton and uses a careers management platform, called Handshake, to share information on job vacancies, volunteering opportunities and employers' events.

This policy will inform the work of the Student Futures team with respect to the employers that are engaged in careers activities and events, and whose vacancies are advertised on official platforms, including Handshake and Moodle sites, and on campus.

3. Key Principles

The following principles set out the position of the University and the Student Futures team with regards to sustainable and ethical careers practices:

3.1 Third party recruitment exclusion criteria

The Student Futures team applies exclusion criteria to third-party recruitment opportunities, which encompass a wide range of activities aimed at connecting students with potential employers. This includes both digital and physical channels of

advertisement, such as online job boards, social media platforms, and email campaigns, as well as traditional forms of advertising like posters, flyers, and brochures displayed on campus or distributed at events. Additionally, the exclusion criteria apply to employer events on campus, such as career fairs, networking events, employer presentations and talks, and other events where third-party organisations seek to engage directly with students to promote their company and career opportunities.

The exclusion criteria specifically apply to:

- Fossil fuel organisations (Carbon Underground 200 list);
- Mining organisations (Transition Mineral Mining list);
- Tobacco organisations (Aranca Top 30 list);
- Arms companies (SIPRI Top 100 list).

These exclusion criteria reflect the university's commitment to supporting students in making ethical career choices and contributing positively to society.

The exclusionary criteria and relevant companies' lists mentioned above will be reviewed by the Student Futures team, with the support of the Sustainability team, on an annual basis.

Disclaimer: While the Student Futures team ensures that third-party organisations adhering to these exclusion criteria are screened, students may be signposted to external careers resources that could feature opportunities or advertisements from companies not aligned with these values. The inclusion of such opportunities in these resources does not imply endorsement by the university. Students are encouraged to carefully evaluate any organisation or opportunity before engaging with them.

In cases where students independently secure a work experience opportunity with a company previously screened out under the above criteria, the Student Futures team will assess the opportunity on its individual merits. In this scenario, the students will not be prevented from undertaking the opportunity if it provides clear positive career development and graduate prospects.

3.2 Promotion of sustainable practices

The Student Futures team is dedicated to fostering sustainable and ethical practices that support the long-term well-being and success of all students, particularly those from disadvantaged or underrepresented backgrounds. These practices are rooted in a commitment to equity, inclusion, and social responsibility, ensuring that every student, regardless of their background and economic status, has access to the same opportunities as their peers.

Sustainable practices in this context focus not only on environmental sustainability, but also on creating inclusive and accessible pathways for students to build successful

careers. We aim to reduce these barriers through a combination of tailored support, strategic partnerships, and initiatives designed to level the playing field in the job market.

Our sustainable practices focus on:

- Promoting access and equity: ensuring that all students, especially those from disadvantaged backgrounds, have the same opportunities to access career resources and opportunities. This includes offering specialised support for students with unique needs, such as neurodivergent students or those requiring disability accommodations.
- Supporting underrepresented groups: we actively signpost students to organisations and initiatives dedicated to providing career opportunities and mentorship for underrepresented groups. This includes partnerships with organisations focused on creating pathways for students from diverse backgrounds to enter the workforce.
- Creating a culture of inclusivity: through tailored career fairs, employer events, and resources, we promote opportunities that cater specifically to students from underrepresented backgrounds, facilitating networking and job placements with organisations committed to diversity, equity, and inclusion.
- Ensuring fair employment practices: we hold employers accountable for maintaining ethical and legal standards in the workplace to ensure safe and inclusive environments for all students.

Examples of this commitment include:

- Ensuring employers abide by current employment law, particularly in regard to minimum pay and accessibility when vetting placement year opportunities and jobs posted on Handshake.
- The creation of clear signposting resources for careers advisers to local charities to ensure neurodivergent students and students with disabilities receive more intensive and specialised employability support when needed.
- Continuous promotion of and signposting to opportunities and organisations dedicated to support underrepresented groups, such as 10,000 Interns Foundation, Leonard Cheshire, and Sanctuary Graduates.
- The delivery of an Inclusive Futures Virtual Careers Fair, specifically tailored to students from underrepresented backgrounds and part of a joint initiative with other London universities.

- The Dress to Impress initiative – which involved members of the wider staff base donating smart clothes for students to use during their professional interviews.

3.3 Transparency and easy access to services

We are committed to ensuring that information about careers service staff, including contact details and areas of expertise, is easily accessible on our webpages. This transparency is an effort to streamline access to services and make career guidance readily available to all students.

3.4 Commitment to continuous improvement


The team is committed to continuous improvement through feedback – for any suggestions on this policy and the way it is being implemented, please complete [this feedback form](#).

4. Review

This policy will be reviewed every 2 years.

The exclusionary lists mentioned in paragraph 3.1 will be reviewed on an annual basis by the Student Futures team, with the support and co-signature of the Sustainability team.

Leigh Adams

 Louis Wright

11.04.25