

early careers
charter



The UCU Early Careers Charter contains some practical ways in which employers can support new staff starting work in further and higher education. It describes good practice in terms of the induction process and ensuring professional equality for new and younger staff.

As the further and higher education sectors face potentially devastating cuts in funding, and with new staff often in the most vulnerable employment situations, UCU is committed to ensuring that our younger members are treated properly and that their professionalism and contribution to post-16 education is recognised and developed.

These are seven things we believe college and university employers should be doing to support new staff into their roles. UCU branches and local associations are invited to discuss the charter and then take it forward to collective negotiations with management. Please let us know if your college or university is prepared to jointly agree the charter as a policy for employing new staff: campaigns@ucu.org.uk

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1 Induction programme: a structured and timetabled induction and orientation programme that should include introductory meetings with key colleagues, identification of training needs, health and safety information, and a presentation from the recognised trade union.



2 Mentoring: structured, confidential peer support from an appropriately trained mentor. Schemes should be developmental not judgmental and mentors should be someone other than the line manager or head of department.



3 Workloads: should take into account level of experience, the extent to which the course and curricula are new to the member of staff and the need to participate in training and development.



4 Professional development programme: including training and an individualised learning plan detailing action to be taken to address needs and goals.



5 Staff handbook: a full set of policies and procedures for staff, including terms and conditions of employment, flexible working policies, leave arrangements, absence procedures, and health and safety.



6 Casualised contracts: early careers staff on casual contracts (part-time, hourly-paid or fixed-term) should be treated the same as permanent colleagues, regarding terms and conditions, access to professional development and general working conditions.

7 Trade union membership information: the college or university should provide information about relevant recognised trade unions, application form, and name and contact of local reps.

Join UCU

the best start to your career in education

Why join UCU?

UCU is the largest trade union and professional association for researchers, academics and academic-related staff in the UK. We negotiate terms and conditions of employment both nationally and locally.

UCU Early Careers Network

Starting a new job can be daunting but joining UCU will give you the best start possible and help you get the most out of your career.

Join UCU today at
www.joinonline.ucu.org.uk

to join the UCU Early Careers Network
email Ed Bailey – ebailey@ucu.org.uk

You have never needed your union more than now

In the current economic situation it is more important than ever that you join your union. UCU is fighting hard to protect

jobs and defend education sector-wide.

Every member of staff who joins makes us stronger and better able to look after those employed in our colleges and universities.

You are not alone

If you have problems at work you can contact your branch for advice, representation and legal help. Experienced local officers are supported by full-time regional and national officials.

Your union tackles a range of issues – redundancies, reorganisation, fixed-term contracts, bullying, workload and inequalities are just some of the challenges we face on behalf of our members.

As a member you have a say in how to improve your workplace. Your local branch is consulted over a wide range of issues and policies – just get in touch and let them know your views.

It's your career. It's your union. Join today: www.joinonline.ucu.org.uk

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The UCU logo consists of the letters 'UCU' in a bold, sans-serif font. The 'U' and 'C' are in a dark blue color, while the second 'U' is in a bright pink color.