**Role Context**

Chichester College Group expects staff to:

* Work within the context of the Group’s core values, code of conduct, quality requirements and continuous improvement ethos.
* Undertake their duties in accordance with Group policy and procedures, particularly with respect to:
* Human Resources policies and procedures;
* Equality, diversity and inclusion policies and procedures;
* The Group’s health and safety policies and procedures;
* Safeguarding and Prevent;
* The Group’s policy on the confidentiality of data stored electronically and by other means in line with data protection legislation.
* Keep abreast of developments in their own area of expertise and undertake staff development opportunities where identified and approved, subject to funding.

Evening and weekend work may be required.

You may be required to undertake such duties as may be reasonably required of you commensurate with this grade.

Work outside the College must not interfere with the effective delivery of your duties. Additional work requires approval by the Chief Executive Officer.

Other supporting information can be found on the Group’s website.

This job description is current at the date shown below. It is liable to variation by management in consultation with you to reflect or anticipate changes in, or to, the job.