

Policy and Procedure

European College of Polytechnics



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European College of Polytechnics

Staff Development Policy

I. Scope

- (1) The European College of Polytechnics is committed to the continuous professional and personal development of its staff, recognising the vital role each individual plays within their specific departments and the institution as a whole. The dynamic nature of internal and external changes necessitates a flexible approach to development opportunities for all employees.
- (2) This policy applies universally to all employees under a contractual agreement with the European College of Polytechnics.

II. Support Mechanisms

- (3) Development Scheme: This annual process is a cornerstone for identifying learning and development needs and engaging all staff in a reflective practice aimed at enhancing current role performance.
- (4) Internal Development Resources: Preference is given to utilising internal resources for staff development, including degree programmes and short courses. Any costs associated with these opportunities will be transparent at the time of enrolment.

III. Key Principles

- (5) Self-Responsibility: Staff members bear the primary responsibility for their own development. However, this is supported by the collaborative efforts of line managers, department heads, faculty management teams, and the institution's leadership to provide relevant learning opportunities that align with ECP's goals.
- (6) Equality and Access: Equal access to development opportunities is a fundamental right for all staff. The opportunities provided aim to: enhance role-specific knowledge and skills, improving effectiveness in current positions; and support personal and career development through the enhancement of personal and interpersonal skills.
- (7) Staff Development: It encompasses a wide range of learning activities designed to update and improve workplace skills, knowledge, and abilities. Valuable outcomes are expected from various forms of learning, including formal courses, conferences, mentoring, collaborative projects, job shadowing, and individual study.

(8) Mandatory Training: In certain cases, training or development programmes may be mandated by line managers or the institution itself. These programmes are designed to benefit both the individual and the European College of Polytechnics.

IV. Implementation

(9) All staff members must actively participate in development activities and receive institutional assistance to make these opportunities a reality for this policy to be successfully implemented. The European College of Polytechnics is committed to providing a supportive and ever-changing setting for professional development by regularly assessing development needs and the efficacy of offered programmes.