



Acceptable Use Policy

for submitting vacancies to the Proud to Care Cornwall website

Updated: February 2021



Supported by the Developing Skills for Business
Project funded by the European Social Fund



www.proudtocarecornwall.org.uk

Cornwall Jobs Board

The jobs board is available for all eligible providers, partners and voluntary organisations in Cornwall to help promote adult care and support, and health vacancies. It's a free service but we ask you to commit to our Proud to Care Cornwall Acceptable Use Policy first.

Eligibility

- The jobs board is for advertising adult care and support, and health vacancies only.
- Typical jobs roles could include care assistant, support worker, personal assistant, activities coordinator, assessor, team leader, registered manager, registered nurse, administrative roles, kitchen and domestic staff...
- Roles can be paid or voluntary, work experience or apprenticeships.
- **The purpose of this platform is to assist employers with the direct recruitment of staff. For this reason, we do not welcome adverts from Agencies.**

As we offer a number of ways for candidates to contact you directly, we aren't able to track how many applicants apply to your vacancies. To help us make improvements and ensure we are advertising as efficiently as possible, **please let us know if you have successfully recruited as a result of any Proud to Care promotion.**

Acceptable Use Agreement

You are responsible for the content of your job advert, and any websites you link to, and must agree to:

- Ensure jobs advertised are accurate, legal, non-discriminatory and don't support any fraudulent activity
- Ensure content is appropriate for the purpose intended and not offensive or defamatory in any way
- Be welcoming and open, following equality and diversity principles at all times
- Not knowingly upload material which contains any harmful program which would affect the operation of the website, computer equipment, other software or any other network, for example viruses or spyware

Cornwall Council is responsible for the administration of the website on behalf of Proud to Care Cornwall. We reserve the right to:

- not publish, or withdraw, a vacancy if our Acceptable Use and Eligibility are not met
- Extend job listings that appear to meet an ongoing recruitment need (we will tell you if we have done this so you can request to have them removed or amended)

The Proud to Care Team will review adverts submitted for approval within 2 working days. Once published, adverts remain live on the website for 30 days. You can contact us by emailing proudtocare@cornwall.gov.uk



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