

HR POLICY/ BYLAW: STAFF ENGAGEMENT IN INSTITUTIONAL ACTIVITIES

At AFG College there is an expectation that staff members will contribute to key events that support our prospective, current and graduating students. Key events include:

- Open Days and welcome events
- Visits to Colleges
- Registration and induction of new and returning students
- Attendance at student-focused events
- Guest speaker events
- Employability and networking events
- National and international events including Qatar National Sports Day and International Women's Day
- Graduation ceremonies
- Alumni events

Heads of Department will be asked to nominate colleagues to attend such events, ensuring that appropriate cover is in place for their normal tasks and responsibilities. Time off in lieu may be agreed by Line Managers for events that take place outside of normal working hours.