



DG Unlimited External Opportunities Policy: Paid & Voluntary Roles

DG Unlimited is fully committed to leading by example and we will share only those opportunities, paid or voluntary, which meet the highest standards of fairness, ethics, and legal compliance. We welcome submissions from members and creative organisations and projects to share your opportunities on our website and social channels.

If you require advice or help to ensure your opportunities are compliant, please contact us at the email address below. We are here to help and offer advice to our members and the region's creative organisations who need support.

Please read this policy prior to submitting your opportunity to ensure it meets our guidelines.

1. What We Will Share

- Paid opportunities only—whether employed or commissioned—must meet Fair Pay standards as defined by Creative Scotland and the Scottish Government's Fair Work First policies, including alignment with rates guidance and expectations for fair compensation.
- All opportunities (whether paid or voluntary) must adhere to current legislation and best-practice frameworks governing:
 - HR and Employment
 - Equality, Diversity & Inclusion (EDI)
 - Health & Safety
 - Protection of Vulnerable People
 - Data Protection

2. Required Information (for Paid Opportunities)

Each paid opportunity shared via DG Unlimited must include:

- A publicly displayable contact number
- Methods of application (e.g., email, form, web link)
- Links to the lead organisation

Additionally, for internal verification purposes only, each opportunity should supply:

- A contact name and number, which will not be shared online without the contact's explicit permission and stored in line with our GDPR policy.

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3. Submission Process

All opportunities, paid or voluntary, should be submitted initially via email to comms.dgu@gmail.com for our Comms team to review before publishing.

4. Alignment with Fair Work and Fair Pay Principles

This policy aligns with:

- Creative Scotland's Fair Work strategic priority, which promotes fair pay, conditions, and employment opportunities across the sector.
(<https://www.creativescotland.com/about/strategy/fair-work/what-is-fair-work>)
- The Fair Work First conditionality embedded in funding programmes, which emphasises paying at least the Real Living Wage, offering security, voice, and fair treatment.
- Creative Scotland's Rates of Pay Guidance, which gathers industry standards, union rates, and recommended practices to help ensure fair compensation.
(<https://www.creativescotland.com/resources-publications/guides-toolkits/rates-of-pay-guidance>)
- The Scottish Government's Fair Work Action Plan, aimed at embedding fair working practices sector-wide. (<https://www.gov.scot/publications/culture-strategy-scotland-action-plan/pages/4/>)

5. Why This Matters

Adhering to these principles:

- Upholds fairness, transparency, and respect for all workers—whether employed staff or freelancers.
- Supports the Scottish Government's vision for a Fair Work nation, where fair pay and working conditions are universal.
- Reinforces DG Unlimited's full commitment to ethical, inclusive, and professional creative and community practice in Dumfries and Galloway.

Thank you for working with us to make Dumfries and Galloway's creative sector a fair and truly equitable place to work and create!