

Data Protection Notice for Recruitment Campaign

Science Council, Routes to Registration Committee, Registration Assessment Committee

September 2023

Introduction

The Science Council is committed to safeguarding the privacy and security of your personal data. This document outlines how we will collect, use, and protect your personal data during the recruitment process for the Routes to Registration Committee.

Who We Are

We are the Science Council, located at Science Council, c/o Fora Space, 71 Central St, London, EC1V 8AB. We act as the Data Controller for the personal data we collect during the recruitment process.

Data We Collect

We collect various types of personal data during the recruitment process, including but not limited to:

- Your CV and cover letter
- Contact details such as name, email, and phone number
- Any other information you voluntarily provide during the recruitment process

Purpose and Legal Basis for Processing

Your data will be processed for the purpose of evaluating your suitability for the volunteer roles within the Routes to Registration Committee and the Registration Assessment Committee. The legal basis for this processing is your explicit consent, and in some cases, our legitimate interest in evaluating qualifications for the roles.

Data Retention

We will retain your personal data for a period of up to 12 months following the conclusion of the recruitment process. After this period, your data will be securely deleted unless we have a legitimate reason for retaining it, such as for legal reasons.

Data Sharing

Your data may be shared with Science Council staff, members of the Routes to Registration Committee or the Registration Assessment Committee, members of the Registration Authority and members of the Science Council's Board for the purpose of evaluating your application. We will not share your data with third parties unless legally required to do so.

Your Rights

Under the UK GDPR, you have the right to:

- Access your personal data
- Rectify incorrect data
- Erase your data under certain circumstances
- Restrict or object to processing
- Data portability

How to Exercise Your Rights

To exercise your rights, please contact our Registration Coordinator at m.martini@sciencecouncil.org.

Contact

For any questions regarding this notice or how we handle your personal data, please contact our Registration team at registration@sciencecouncil.com.