

Become a workplace mentor

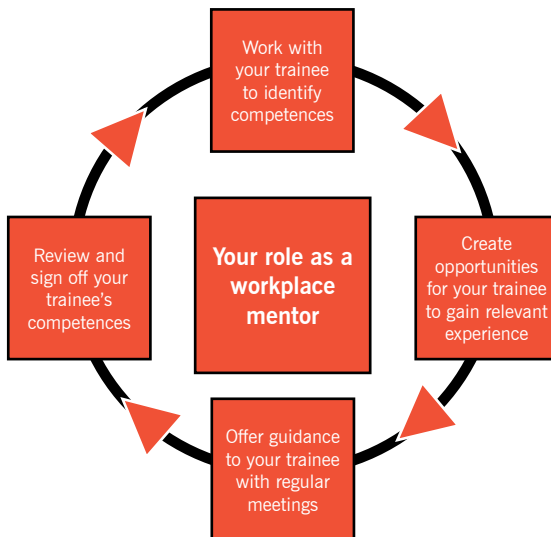
FOR A CAT STUDENT

*Is this
something
you'd be
interested in?*

ACCA

The CAT Foundations in Practical Experience Requirement (FPER) is a vital part of the CAT Qualification; it enables trainees to apply the knowledge and techniques they learn while studying for their exams and develop the skills, attitudes and behaviours to become a Certified Accounting Technician.

Your role as a workplace mentor is central to a trainee completing their FPER and achieving CAT status.



Qualified for the job

You should be someone who the trainee works closely with and familiar with the quality of their work – you could be their line manager or supervisor. As a workplace mentor you can be a Certified Accounting Technician, ACCA qualified, or a member of a professional accountancy or audit body recognised by law in the country in which the trainee works or a member of an accountancy or auditing body which is a member of IFAC. Note that to be qualified to sign off the demonstration of the Essentials Competences which count towards the ACCA Practical Experience Requirement (PER) you must be qualified beyond Certified Accounting Technician or AAT level. The FPER Essential Competences must be signed off by someone who is both familiar with the students work and a fully qualified professional accountant, such as an ACCA member.

Benefits to you

Not only will you gain personal satisfaction in seeing the results of your involvement through the improved skills and performance of your trainee, but by becoming a workplace mentor you are sending out a clear message to employees that you are committed to

their support and development. Supporting trainees in this way can also lead to better recruitment, retention and development of staff for your organisation. In addition if you are an ACCA member any new skills you gain in order to undertake your mentoring role may count towards your continuing professional development (CPD).

Finding the time

Being a workplace mentor doesn't take as much time as you think, and the role could fit into your current appraisal process. You could mentor one or more trainees through all their competences – setting aside some time when your trainees can update you with their progress. Or, you could be a workplace mentor for just one competence – using the specific sector you work in to help a trainee.

FPER guide and record

As well as access to the FPER guide, which will help you to perform your role effectively, you will have access to the FPER record which contains the requirements of the Essentials and Technical Competences in detail.

Please visit www.accaglobal.com/students to find out more about FPER.

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