

# Interested in supporting organisations in using PQASSO?

## Train as a CES-licensed PQASSO mentor

### Why become a PQASSO mentor?

The PQASSO mentor programme enhances the quality and levels of support available in the voluntary and community sector for organisations which have chosen to implement PQASSO.

Becoming a PQASSO mentor will licence you to provide mentoring support and training on PQASSO to local organisations, as well as endorsing you as an expert on PQASSO in communications with funders and other agencies. You will receive comprehensive training from CES and will join a nationwide network of mentors. You will also receive CES training materials, free publications and membership of the PQASSO mentor email network. All mentors receive ongoing support from CES.

PQASSO mentors help guide organisations through the PQASSO implementation process, by providing mentor support and facilitating PQASSO training courses. They are licensed to use CES training materials received from attending the three-day mentor course.

### The benefits to you

- You will join a nationwide network of mentors, including an email exchange group and national events.
- You will improve your knowledge of PQASSO and quality assurance.
- You will advance your training and communication skills.
- You will increase your organisation's potential for income generation.
- You will receive a comprehensive pack of CES training materials to support your mentoring work; a PQASSO mentor logo to help promote your service; a free PQASSO workpack; a PQASSO CD-ROM; and CES' publications, *First steps in quality* and *Next steps in quality: PQASSO in practice*.

## About PQASSO

PQASSO is the most widely used quality assurance system in the voluntary and community sector. It offers a flexible, step-by-step approach enabling organisations to run more efficiently and effectively. It comprises 12 different quality areas which cover different aspects of an organisation, and three levels of achievement.

In 2008 CES introduced the PQASSO Quality Mark, the external accreditation service for PQASSO. The PQASSO Quality Mark is also endorsed by the Charity Commission for organisations that achieve levels 2 or 3.

More and more funders are encouraging the use of PQASSO, and as voluntary and community sector organisations are increasingly asked to prove their worth, quality systems are seen as ever more important.

## How to train as a PQASSO mentor

**Meet the person specification:** you must have the right skills and knowledge to become a PQASSO mentor. See the person specification that can be found in the application details (weblink below).



**Complete the application form and submit to CES.** We will assess your application to check that you meet all the criteria and have answered all the questions fully. If we are unsure about your application we will ask you for further information.



**Confirmation:** if your application is approved you will be booked onto a course.



**Attend either the one-day *PQASSO: fast-track for prospective mentors course*, or the two-day *Implementing PQASSO course*:** this is a pre-requisite to attending the PQASSO mentor training. Dates for these courses can be found on the CES website.



**Attend the three-day *PQASSO mentor training course* and receive your licence!:** the PQASSO mentor training course will include an assessment which you must pass in order to be licensed as a PQASSO mentor.

**Please note:** PQASSO is a copyrighted product, it is therefore important that you obtain a PQASSO mentor licence if you wish to mentor organisations using PQASSO. Read more about PQASSO copyright on our website.

### Further information and apply...

**email** [pqassomentors@ces-vol.org.uk](mailto:pqassomentors@ces-vol.org.uk)

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