# WELCOME TO CPA ONTARIO: MENTORSHIP PROGRAM

Greetings from the CPA Ontario Practical Experience Team! We are so excited that you have decided to volunteer your time to help shape and develop future CPAs through the CPA Mentorship Program.

You are joining over 10,000 of your peers across Canada who support CPA students with invaluable guidance. Completing the mentorship program is a mandatory requirement during their practical experience term. Thanks to you, they are one step closer to reaching their goal.

This package will provide you with all the information you need to be the best mentor to your students.

## **GETTING STARTED**

## 1. Mentorship Introduction Video

Before embarking on your journey as a mentor, watch the Mentorship Inspire Video to hear from your peers and get an overview on what the mentorship program is all about.

### 2. Practical Experience Introduction Video

As a mentor, you will be assisting your student through their practical experience journey, discussing their progression throughout the program and coaching them to develop the enabling competencies required to be a successful CPA. This <u>video</u> will provide you with an overview of the practical experience requirements that all CPA students must meet.





#### 3. Want to Get Started and Help a CPA Student?

As an approved mentor, you are invited to join the <u>Mentor Match Portal</u>, which supports students in the Experience Verification Route who are struggling to find a mentor. To join the Mentor Match Portal, please ensure your <u>PERT Profile</u> has your **Mentee Preference** as "Any Suitable Match" and your bio is up to date. You will then be able to accept a mentor request from students who are likely to be a good match.

#### 4. What's Next?

Depending on which practical experience route your mentee is following, simply click on <u>Mentorship Program Steps (EVR)</u> or <u>Mentorship Program Steps (PPR)</u> for a step-by-step guide for mentors and mentees, along with links to supporting resources. These two documents are your key resources.



#### 5. More Helpful Resources

To help you succeed as a mentor, watch these essential webinars:

**Guiding Your Mentee Using the CPA Way** 

Ask Effective Questions and Take Your Mentoring to the Next Level

For additional resources, visit our <u>Mentor Resources</u> page for more guidance documents, webinar recordings and videos.

Did you know that the free webinars and videos on this page may count toward your CPD requirements? Review the <u>Simple Guide to CPD Requirements</u> to understand your obligations as a Member.

## 6. Maintaining an Updated Profile

It is very important to keep your <u>profile</u> updated. Please make sure your Mentee Preference and Maximum Student fields are set to your liking. Finally, ensure your contact email matches the one in your CPA student's profile. If you are part of a Pre-Approved Program, you will want to use your company email address.

# **CONTACT US**

Thank you for making this important contribution to the CPA Ontario profession! If you have any questions regarding the CPA Ontario mentorship program, please <u>contact us</u>.

