

Frequently Asked Questions for 'AE Mentors'

Q1. What is the objective of the 'AE Mentor' scheme?

The 'AE Mentors' is designed to provide an additional avenue where Training and Adult Education (TAE) practitioners can source for TAE related assignment opportunities to accumulate practical work experience under the mentorship of established pioneers in the field. This is useful in facilitating skills development for the TAE community as a whole.

Q2. What type of work assignment opportunities can one expect to participate under the AE Mentors scheme?

The nature of work assignment opportunities is varied within the context of TAE. Some key examples are Curriculum & Courseware Design & Development, Course Delivery & Facilitation, Human Capital & Workforce Capability Development, Technology-Enabled Learning Design & Development and Workplace Learning, Job & Process Redesign, Learning & Performance Consulting, etc.

Q3. What are the requirements to apply to the AE Mentors?

One has to fulfil the following criteria:

- a. Be a Singapore Citizen or Singapore Permanent Resident;
- b. Have a valid AEN membership;
- c. Obtained the Advanced Certificate in Training & Assessment (ACTA) qualification

Q4. What is the application process like?

Interested applicants can submit their CVs and indication of interest to the AE Mentors directly by emailing to their designated email addresses. The AE Mentor may request an interview with applicants after some shortlisting although this should not be regarded as a standard practice.

Q5. How long will the AE Mentor take to respond to my application?

There is no fixed timeline but the applicant is encouraged to take the initiative to check with the AE Mentor on his or her application status if there is no response after some time.

Q6. What is the remuneration like under the scheme?

This will be negotiated between the interested applicant and the AE Mentor.

Q7. What can I expect from a typical mentorship under the scheme?

Each AE Mentor will typically spend between 10 to 20 hours with a Mentee to share the scope of work, assign specific tasks to be accomplished, the expected standard of deliverables and provide related feedback for the Mentee's learning and development.

Q8. Is there a limit to one's participation in the scheme?

Each AE Mentor will typically only provide a maximum of 20 hours of mentorship to a Mentee. This will allow others to have a fair chance of benefiting from the scheme.

Q9. What is expected of the mentee once he has been accepted by an AE Mentor?

The Mentee will have to abide by the organisational guidelines applied across the areas of professionalism, ethics and code of conduct, etc. as shared by the AE Mentor. Also, the Mentee would be required to complete a personal reflection form (shared by the Mentor) to share learning points and samples of work completed at the end of each round of mentorship under a particular AE Mentor.