

# GOVERNANCE PROFESSIONALS' QUALIFICATIONS

YOUR GATEWAY TO  
PROFESSIONAL EXCELLENCE

DEVELOPED WITH



**The role of governance professionals in helping provider institutions meet the challenges the sector faces has never been more important. These qualifications, and the achievement of competencies and gaining of experience they reflect, will help individuals measure and demonstrate their abilities, ensuring their contribution is properly valued and recognised.**

Dr Kurt Hall, National Head of Governance  
Education and Training Foundation

# PROFESSIONAL QUALIFICATIONS FOR A CRUCIAL ROLE IN THE FE AND TRAINING SECTOR

Effective governance is one of the cornerstones of a successful organisation, with governance professionals integral to this success. With this in mind, we have been working to ensure this crucial role is widely recognised, and the new Governance Professionals' Qualifications are an important part of this support and professionalisation of the role.

Funded by the Department for Education and delivered by the Education and Training Foundation (ETF) in partnership with the Institute of Directors (IoD), these qualifications are assessed at degree-level and above and will demonstrate your professionalism and your commitment to development.

As part of your preparation for the Governance Professionals' Qualifications, we suggest that you complete the [↗ \*\*governance professionals' programmes\*\*](#), which cover the key competencies covered in the qualifications, as well other [↗ \*\*relevant CPD\*\*](#).

This guide will help you to navigate the qualifications on offer and plot your professional development and includes important information on exemptions ([page 8](#)).

# KNOWLEDGE I NEED TO KNOW

FE GOVERNANCE CONTEXT  
EXTERNAL CONTEXT  
STRATEGIC OPERATIONAL MANAGEMENT  
FINANCE AND RISK



## THE COMPETENCY FRAMEWORK FOR GOVERNANCE PROFESSIONALS

# BEHAVIOURS (VALUES) I SHOW

INTEGRITY  
INDEPENDENCE  
SELF-AWARENESS  
INCLUSIVENESS



# SKILLS I DO

DELIVERING EFFECTIVE GOVERNANCE  
BUILDING CONSENSUS  
ANTICIPATING AND SOLVING PROBLEMS  
ADVISING AND ENABLING



# AWARD FOR FURTHER EDUCATION GOVERNANCE PROFESSIONALS (AWARD FEGP)



## IS THIS RIGHT FOR ME?

The go-to qualification for experienced governance professionals seeking to evidence their knowledge, and for those in the early stages of their career looking to further their development.

On completion, demonstrate your professional competencies and update your profile with **Award FEGP** and progress onto the Certificate for Further Education Governance Professionals.



## WHAT KEY TOPICS ARE COVERED?

To undertake the assessment for the Award FEGP, you will need to have a good understanding of how to interpret and apply Further Education charity and governance law, principles and codes, and will currently be employed as a governance professional by a FE, sixth form, or designated college.

You will need an understanding of how governance contributes to the strategic and operational management of a college, and the principles of finance and risk as they impact on governance activities.



## HOW WILL I BE ASSESSED?

You will be assessed via a multiple choice examination of 30 questions testing your governance understanding, application, and analysis. This is a two-hour closed book, supervised assessment, completed online.



## HOW SHOULD I PREPARE?

Our governance professionals' programmes have been designed to meet the key areas of competence for this qualification.

To help you prepare, we suggest you take part in the **↗ Governance Professional Development Programme** – available at **↗ induction** and **↗ expert** level – as well as other relevant CPD. If you feel that the induction is not for you, you can go directly to the expert programme.



FEE £240 (£180 FOR EXEMPTION)

# CERTIFICATE FOR FURTHER EDUCATION GOVERNANCE PROFESSIONALS (Cert FEGP)



## IS THIS RIGHT FOR ME?

A qualification for established governance professionals looking to progress and develop against the competencies expected of someone in their position.

You will work with an assessor to develop a portfolio of evidence which demonstrates your expertise and experience.

On completion, demonstrate your professional competencies and update your profile with **Cert FEGP** and progress onto the Diploma for Further Education Governance Professionals.



## WHAT KEY TOPICS ARE COVERED?

To undertake the assessment for the Cert FEGP, you will need an understanding of the effective delivery of governance in your institution, and the ability to advise others on governance.

You will also be able to anticipate and solve problems and will know how to build consensus as a governance professional in the Further Education and Training sector.



## HOW WILL I BE ASSESSED?

You will be assessed via a portfolio of evidence which will include examples of work such as reports, plans and minutes; witness testimonies, for example from colleagues, the Board Chair and Principal; and personal reflective statements between you and your assessor.



## HOW SHOULD I PREPARE?

Our governance professionals' programme have been designed to meet the key areas of competence for this qualification.

We suggest completing the **✦ Governance Leadership Programme** and taking part in ongoing CPD to prepare for this qualification.



FEE £540 (£360 FOR EXEMPTION)

# DIPLOMA FOR FURTHER EDUCATION GOVERNANCE PROFESSIONALS (Diploma FEGP)



## IS THIS RIGHT FOR ME?

A qualification for senior governance professionals currently working in a strategic leadership role.

You'll be at least five years into your governance career, and currently employed as a governance professional by a FE, sixth form, or designated college, with a minimum of three years in the FE sector.

You also need to have completed the Award FEGP and Cert FEGP or have gained an exemption from these qualifications.

On completion, demonstrate your professional competencies and update your profile with **Diploma FEGP**.



## WHAT KEY TOPICS ARE COVERED?

To undertake the assessment for the Diploma FEGP, you will have experience of creating, implementing, and evaluating strategic governance practices in an FE environment, which has enabled you to deliver excellence in governance through sound advice in complex situations.

You will also be adept at facilitating the creation and maintenance of a climate of trust and mutual respect that underpins the delivery of excellence in governance.



## HOW WILL I BE ASSESSED?

You will be assessed via a two-hour professional discussion conducted as a formal interview by two assessors.

You will also submit evidence of competence that will form the basis of that discussion, including a statement of practical experience and professional competence, a continuing professional development record, and a personal development plan.



## HOW SHOULD I PREPARE?

Our governance professionals' programmes have been designed to meet the key areas of competence for this qualification.

We suggest completing the **➤ Governance Leadership Programme** and taking part in ongoing CPD to prepare for this qualification.



FEE £360

# PRIOR LEARNING

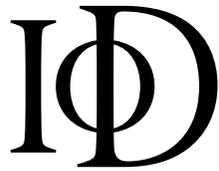
We recognise that you may have prior learning, or experience which means you are already at – or above – the competence levels assessed in either the Award or Certificate. If this is the case, you may be eligible to apply for an exemption from the Award FEGP and/or the Cert FEGP, however, no exemptions are available for the Diploma.

You will need to demonstrate through either the completion of a qualification, or relevant work experience, that you have covered 70% of the assessment criteria of the qualification you wish to seek exemption for.

Full details on how to apply for an exemption, and eligibility criteria, is available in our [\*\*➤ Recognised Prior Learning Policy\*\*](#).

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**THANK YOU**

157–197 Buckingham Palace Road,  
London SW1W 9SP

020 3740 8280  
enquiries@etfoundation.co.uk  
ETFOUNDATION.CO.UK

ETF527

Company registration number (England and Wales): 08540597.  
Charity number: 1153859