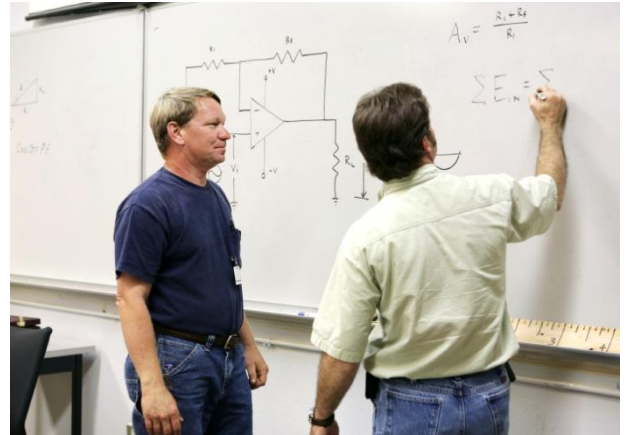


1 – 2 Day Programme

This programme is aimed at individuals that will be mentoring as part of their current role. It has been designed to give individuals an insight into the role and benefits of mentoring and a practical set of tools that can be applied to develop positive and inspirational mentoring relationships.

This programme is highly interactive and participants are encouraged to share their own experiences from the workplace with others and to develop a mentoring support network for the future.



Programme Content

- Identifying the role of the mentor
- Understand the different types of mentoring relationships
- Identifying the types of mentoring assistance and behaviours to avoid
- Maximising benefits of mentoring
- Positioning mentoring as a partnership
- Using effective communication skills to mentor
- Identifying tools to help mentoring discussions
- Giving and receiving constructive feedback
- Identifying and removing blocks to successful performance

Additional Benefits

Participants attending this programme will receive:

- A full colour reference manual
- A mentoring checklist and toolkit pack

Business Benefits

By the end of the programme participants will be able to:

- Be an inspiring and competent mentor
- Understand the power of mentoring and the positive consequences for both mentors and mentees
- Develop mutually beneficial expectations and objectives
- Understand mentee needs and how to address them
- Determine responsibilities and guidelines for both parties
- Use effective communication and listening skills to gain rapport and model behaviours
- Hold productive discussions/meetings with mentees
- Avoid certain behaviours and situations

Testimonials

“ I now really understand the difference between coaching and mentoring and know what my responsibilities are”

“ This course is all about ‘how’ you actually mentor — would recommend”