

Mentoring in the Workplace

Outcomes

The “Mentoring in the Workplace” training empowers delegates ...

- To act as Mentors in the workplace
- To maximise Mentors’ development through participating in mentorship programmes.

Who should attend?	Duration
<ul style="list-style-type: none"> • Managers and Leaders that want to develop their mentoring skills • Employees that need to be mentored for career development. 	<ul style="list-style-type: none"> • Two-days.

Training Content

Module 1: Introduction

This module explains:

- The programme objectives
- Mentoring
- People who were effective in helping you?

Module 2: Mentorship

This module explains:

- Mentorship, the essence of leadership
- Characteristics of Mentors
- The process of mentoring
- Roles Mentors play
- Who should be mentored?
- Mentoring phases
- Effective mentoring.

Module 3: Mentee

This module explains:

- How to find a good mentor?
- Take action now!
- How my performance is measured?
- Planning your own development
- Roles of the Supervisor, Mentor and Mentee
- Performance development review.

Module 4: The Mentoring Relationship

Module 5: Mentor and Mentee Agreement

Module 6: How do Adults Learn?