

Mentor Training

Overview

Duration: One Day

This course has been designed to provide advice, support, and guidance to anyone that may be taking on the role of mentor.

These Mentor Training course materials will help your participants to develop their skills as a mentor, increase their awareness of the role and responsibilities as a mentor and highlight how the role of mentor might personally benefit their development.

Description

Mentoring is a learning support mechanism where an experienced person provides guidance, knowledge, and advice to someone who is in development or has less experience in each topic or function.

The role of mentor is a critical one and whether the relationship is formal or informal, the fact is that a good mentor can be instrumental in the development of not only a mentee's skills and knowledge, but also their behaviour, attitude, and social outlook.

Topics covered:

- **Roles and Responsibilities** – Exploring the part played by both mentor and mentee in the relationship and how this works throughout the stages of a mentoring relationship.
- **Code of Practice and Confidentiality** – Appreciating the need for discretion as a mentor and the Do's and Don'ts
- **Mentoring Agreement** – Identifying the need for an agreement before beginning the mentor relationship and developing a sample agreement
- **Encouraging Reflection** – Looking at how reflection plays a large part in a mentoring relationship and developing methods of encouraging reflection in a mentee. Includes the Gibbs model of reflection as a reference
- **Facilitative Vs. Directive Mentoring** – Knowing when to challenge and when to instruct getting the best results
- **Using Questions** – Exploring the different types of questions that you can use as a mentor to get different effects
- **Giving Feedback** – Using a feedback model to define the different levels of feedback and how to implement them
- **So, you're ready to be a mentor?** – Putting the skills learnt into practice

Who Should Attend?

Anyone who may be asked to mentor as part of their role.