



# Mentoring

Mentoring is a partnership. It is an open process that is shared and therefore it is important that both parties fully understand what is involved. This course provides mentees, mentors and potential mentors with information on the process and attributes and skills of mentors and mentees. It helps all parties understand what is needed to form a strong and successful mentoring partnership.

Around 2 hours • Face-to-face or virtual • Typically 4-15 participants • Supported by course notes • Interactive

## Key course elements

### What is mentoring?

- Understand the similarities and differences between mentoring and coaching
- Significant transitions – making mentoring work

### What's in it for me?

- Benefits for each of the stakeholders
- How mentoring might be used

### Skills and models

- Kolb's Learning Cycle / The Egan Model
- Questioning and feedback skills
- Guiding, encouraging and challenging – how mentors help
- Building rapport

### Understanding the process

- Goal setting and expectations
- Non-directive to directive behaviour

### The structure and phases of mentoring

- The phases of each meeting and the overall process

## Participants will learn to...

- Understand what mentorship is and when it should be used
- Identify the qualities of an effective mentor and the attributes and approach of a good mentee
- Understand the mentoring process
- Turn conversations in to significant transitions
- Set goals and agree action
- Give and receive feedback, challenge and support
- Develop the independence of the mentee