



MENTORING SKILLS

Course Aims

The aim of this session is to give delegates information and tips for developing and managing the mentor/mentee relationship. As organisations look for different ways to develop the skills of their people, mentoring is becoming a much used method and this workshop focuses on the skills and approaches necessary to become an effective mentor.

By the end of the workshop, attendees will:

- Have defined mentoring and coaching
- Know the benefits of mentoring to all parties concerned
- Be able to demonstrate use of appropriate language in mentoring
- Have considered different approaches when mentoring
- Have learnt/revisited and practised a coaching model
- Have considered issues of confidentiality in a mentoring relationship.

Course Content

- What mentoring is and the benefits
- Learning and communication styles
- Questioning and listening Skills
- Developing the mentoring relationship
- Tracking improvements and challenging lack of it positively
- What happens next?

Course Benefits

Alongside coaching, mentoring is used by organisations to develop the skills of people and is used heavily in succession planning. If conducted correctly, mentoring is a highly cost effective way of providing people with new skills and developing the next generation of people in the organisation.

Who Should Attend?

Those who would like to become a mentor or implement a mentoring scheme in their organisation.

Price

Open Workshop - £199 + VAT per person. 1 day workshop including lunch and a delegate workbook.

Delivered to your organisation – Contact us to talk about your requirements and for a no obligation quote.

Session Breakdown

What is Mentoring?

- Defining what is meant by mentoring
- The differences between mentoring, coaching and training
- What are the benefits of mentoring?

Mentoring Skills

- What are the skills required to be an effective mentor?
- How can you develop these skills?

The Mentoring Relationship

- Setting up the mentoring relationship
- Setting expectations
- The responsibilities of the mentor and the mentee
- Preparing and holding an effective mentor/mentee meeting

Learning Styles

- Understanding learning styles to get the best from people
- How to identify the styles

Questioning and Listening

- Why effective questioning and listening play a key part
- Asking effective questions
- Listening to responses

Skills Practice

- An opportunity to practice the skills.

Course Information

This is a **one day** training event that Revolution Learning and Development deliver on an open basis at locations across the UK. We can also deliver this event at or in close proximity to your organisation if this is required.

If you chose to have us deliver this specifically for your organisation, we can make this more bespoke to your needs.

The cost of our open courses includes the learning materials, refreshments during the day and lunch.

To see prices and when and where we are next running this event or to book, visit our website www.revolutionlearning.net or call us on 0845 8381729.

Or, to discuss your individual needs, email contact@revolutionlearning.net or call us on the number above

Booking terms and conditions are available on our website.