

Mentoring Skills

Length: 1 Day

Summary: In this training, you will learn about mentoring and what it takes to be a mentor.

COURSE CONTENT

1. MENTORING

- Ground Rules
- Course Objectives

2. WHAT IS MENTORING?

- Mentoring Model
- Why Is Mentoring important?

3. ROLES AND RESPONSIBILITIES

- Mentee's role and responsibilities

4. CRITICAL SKILLS FOR MENTORS

- Building rapport
- Listening
- Questionings
- Question Types
- Providing Advice and Problem Solving
- Problem Solving Approach
- Solution Focused Approach
- Phases in the Relationship

5. MANAGING THE MENTORING RELATIONSHIP

- Mentoring meeting
- Goal setting
- A mentoring plan