

## Mentoring for Success

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**Version:** 1

**Course Length:** 1 day (6+ hours)

**Audience:** Students interested in learning about mentoring

**Prerequisites:** None

**What's in Mentoring for Success:**

This Course ILT manual on Mentoring is designed for students who want to learn how to effectively mentor their team members for increased motivation and performance. The open, modular-style manual is design for quick scanning in the classroom, and is filled with interactive exercises that will allow students to explore the complexities of Mentoring.

**Objectives:**

- Identify various ways of mentoring, and role of mentoring. Implement organizational strategies through mentoring.
- Understand the purpose of and criteria for a successful mentoring program, develop a mentoring program, and select mentors and mentees.
- Become an effective mentor. Choose and manage a mentee.
- Build a strong mentoring relationship and learn how to end a mentoring relationship.

### Topic-Level Outline

#### Unit 1 : Mentoring basics

*Topic A: \* Ways of mentoring*

A-1: Discussing ways of mentoring

*Topic B: \* Roles and competencies*

B-1: Understanding mentoring roles and competencies

*Topic C: \* Organizational strategies*

C-1: Discussing mentoring for organizational strategies

#### Unit 2 : Mentoring programs

*Topic A: \* Understanding mentoring programs*

A-1: Identifying the benefits of a mentoring program

A-2: Making a mentoring program a success

*Topic B: \* Developing mentoring programs*

B-1: Setting up a mentoring program

B-2: Understanding the role of a program coordinator

B-3: Evaluating a mentoring program

*Topic C: \* Selecting participants*

C-1: Selecting and matching participants

#### Unit 3 : Dimensions and styles of mentoring

*Topic A: \* Mentoring dimensions*

A-1: Understanding the dimensions of mentoring

*Topic B: \* Learning and mentoring styles*

B-1: Identifying learning styles

B-2: Discussing mentoring styles to avoid

#### Unit 4 : Mentoring effectively

*Topic A: \* Effective mentoring relationships*

A-1: Understanding effective mentoring relationships

A-2: Understanding the behaviors of an effective mentor

*Topic B: \* Choosing and managing mentees*

B-1: Identifying steps for choosing an effective mentee

B-2: Managing mentees

*Topic C: \* Effective mentees*

C-1: Choosing the right mentor

C-2: Being an effective mentee

C-3: Becoming an assertive learner

#### Unit 5 : Mentoring relationships

*Topic A: \* Building strong mentoring relationships*

A-1: Understanding the stages in a mentoring relationship

A-2: Establishing a strong mentoring relationship

*Topic B: \* Successful mentoring relationships*

B-1: Setting goals

B-2: Developing self-empowerment

*Topic C: \* Ending mentoring relationships*

C-1: Ending a mentoring relationship