PROFESSIONAL DEVELOPMENT TRAINING

# Implementing Mentoring Programs Training

REQUEST QUOTE

1.0 DAY COURSE

**The Implementing Mentoring Programs Training course helps you design and implement a suitable mentoring program where more experienced employees share their professional and personal skills, knowledge and support with the younger and less experienced employees.**

**This training class includes the following: the benefits and potential pitfalls of mentoring, developments in mentoring, the roles of Mentors & Mentees as well as designing and implementing a successful mentoring program.**

**This comprehensive training course is available across the U.S., including Atlanta, Austin, Baltimore, Birmingham, Boston, Charlotte, Chicago, Dallas, Houston, Jackson, Los Angeles, Manhattan, Miami, New York, Orlando, Philadelphia, San Antonio and Seattle.**

### What You'll Gain:

The introduction of formal mentoring programs in the workplace is relatively new. However, the process of the more experienced offering support, advice and assistance to the younger and less experienced group members has a long history. This course will help you understand how to identify what's needed and to successfully design, implement and adjust a mentoring program.

This course is based on the work of Kathy Lacy, in her book "Making Mentoring Happen: A simple and effective guide to implementing a successful mentoring program".

## Outcomes

**By the end of this course, participants will be able to:**

- Discuss the developments in mentoring
- Understand the roles Mentors & Mentees play and the benefits of mentoring
- Learn how mentoring works & what the potential pitfalls are
- Understand mentoring in the workplace & describe the role of the facilitator implementing the program

- Design a formal mentoring program

# Modules

### Lesson 1: Developments in Mentoring

- Formal Mentoring Programs
- Organizational Needs
- Employee Needs
- Some Useful Definitions
- Professional Supporters
- Role of the Mentor
- Role of the Mentee
- Benefits of Mentoring Programs

### Lesson 2: How Mentoring Works

- Types of Mentoring
- Mentoring Functions
- Program Characteristics
- A Formal Mentoring Program in a Nutshell
- Potential Pitfalls

### Lesson 3: Mentoring in the workplace

- Perceptions of Learners
- Developing Strong Mentor Relationships
- Role of the Facilitator in the Relationship
- Factors that Influence the Decline of the Relationship
- Behaviors that Help the Relationship to Mature

### Lesson 4: Workplace Activities

- Orientation
- Mid-Cycle
- Relationship Closure

### Lesson 5: Additional Program Material

- Checklists
- Sample Documents
- Proformas
- Other Tools

**Talk to our expert team**

**Phone:**

Email: