

MENTORING FOR MENTORS AND MENTEES

2-Days Program



This DOOR training program is designed to enhance skills to become effective mentors. Organizations today are embracing the concept of mentoring as a professional development tool. Mentoring helps in bringing dramatic improvements in efficiency, productivity and passing of institutional knowledge and leadership skills from one generation to the next. This course offered by DOOR helps professionals prepare self for mentorship.

Mentoring for Mentors and Mentees



Topics

- + Pre-requisite for mentoring
- + Purpose and benefits of mentoring
- + Life cycle of mentoring process
- + Challenges in mentoring
- + Mentoring skill sets

Training Objectives

At the end of this training you will be able to:

- 1 Understand concept of mentoring
- 2 Understand the purpose and benefits of mentoring
- 3 Enhance skills to become an effective mentor and deal with challenges of mentoring
- 4 Learn structured mentoring process

Duration

2 Days

#MENTORING IS A BRAIN TO PICK, AN EAR TO LISTEN, AND A PUSH IN THE RIGHT DIRECTION.

Program Schedule

DAY ONE

Pre-requisite for Mentoring:

- + Importance of mentoring
- + Ownership for mentee's development
- + Initiatives for navigated development
- + Nurture and instill basic mentoring mindsets and abilities

Purpose and Benefits of Mentoring:

- + Benefits to mentors, mentees and organization
- + Build a learning organization
- + Enhance employee engagement

Life Cycle of Mentoring Process:

- + Phases of mentoring process
- + Duration of mentoring process

DAY TWO

Challenges in Mentoring:

- + Manager vs mentor

- + Attributes, knowledge and skills of mentees

- + Expectations and perspectives of a mentee
- + Credibility of a mentor
- + Overcoming biases

Mentoring Skills:

- + Goal setting
- + Effective probing and questioning
- + Listening
- + Conflict management
- + Art of giving feedback

Establish the sustenance plan

- + Create archives and resources
- + Look at things from a mentoring viewpoint
- + Maintain reflection logs
- + Align tasks to mentoring goals
- + Evaluate progress
- + Model potential sources of mentorship

More information

If you would like to discuss any one of our programs please contact us.

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