

The Role of Mentor

INTRODUCTION

Structured Mentoring offers organisations an effective and cost-efficient mean of people development. It is a deliberate transfer of existing experience, mindset, skills and knowledge within the organisation linked to organisational goals. If successfully implemented, it leads to the strengthening of learning and people values in an organisation's culture. Many world-class organisations like Intel, Microsoft and Standard Chartered Bank have established mentoring schemes and credited mentoring as a major reason for improved people performance.

Mentoring is a skill set and has to be learnt. A commonly cited challenge in mentoring is that designated mentors lack the know-how to mentor.

This programme aims to equip the mentors applying a proven mentoring process using core mentoring skills.

PROGRAM OBJECTIVES

At the end of the program, the participants will be able to:

- Appreciate the importance of their roles as mentors
- Know the stages of the Mentoring Relationship
- Develop an awareness of mentoring techniques and process
- Be mindful of the Dos and Don'ts of Mentors
- Learn to overcome common mentoring relationship challenges
- Obtain mentoring aids in the forms of checklists and templates

DISTINCTIONS ASIA LEARNING APPROACH

Our adult learning approach includes but not limited to:

- Role Plays
- Group discussions and exercises
- Experiential activities
- Case Studies

WHO WILL BENEFIT MOST

For leaders and executives who are designated to play the role of a mentor in their organisations.

LEARNING CURRICULUM

-What is Mentoring?

- Definition of Mentoring
- Difference between Mentoring & Coaching
- What's In It For Me(mentor)? – Benefits of being a Mentor

-Mentoring Relationship Stages

- Build Relationship/Rapport
- Negotiate Agreement-Setting Direction
- Progression -Develop Mentee
- End Relationship-Winding Up & Moving On

-Mentoring Process – steps to a meaningful mentoring meeting

-Mentoring Roles

- Coach
- Guardian
- Networker
- Counsellor

- Mentoring Practice

The participants will now get an opportunity to apply the mentoring process

- Mentoring Etiquettes - Dos and Don'ts of a Mentor

The participants will learn practical etiquettes of mentor behaviours.

- Overcoming Common Obstacles/Resistance to Mentoring

Not everyone can appreciate mentoring. The participants will learn to recognise and neutralise common resistance to mentoring. Examples of obstacles are lack of time, breach of trust and confidentiality etc.

PROGRAM DURATION

½ day

WHAT PARTICIPANTS SAY OF THE PROGRAM

"Good framework – certainly a good start off for mentoring assignment."

"This helps me develop skills needed to be a good mentor."

REGISTRATION INFORMATION

This is an in-house programme