



## Introduction

Are you the type of person who is passionate about supporting individuals to achieve their potential? Do you enjoy sharing the benefit of your experience with others, giving them hints and tips that will enable them to achieve more, faster? Do you enjoy offering advice and guidance to others?

Mentoring provides a platform to: provide motivation, increase confidence, provide role models, encourage networking, and provide support for newly promoted individuals to develop and master their new roles and responsibilities more smoothly, quickly, and effectively. Through mentoring, you can expect to develop and retain talent within your organisation.

## Workshop Benefits

Through this programme, you will learn the skills that will enable you to:

- establish an effective mentoring relationship
- apply mentoring skills to get the most out of your meetings
- structure the mentoring relationship to support your mentee to achieve their goals
- establish boundaries within the mentoring relationship
- define your own mentoring style
- wrap up the mentoring relationship in a positive and productive way

## Workshop content

### Overcoming Potential pitfalls

- Wrapping up the relationship in a positive way
- Turning away prospective mentees
- Challenging mentee's to take a leap
- Managing your own expectations
- Managing the mentee's expectations
- Managing the 'over enthusiastic' mentee
- Encouraging the 'de-motivated' mentee coaching

### The mentoring agreement & Ethics

- Mentoring Agreement – location, medium(s), timing, boundaries, confidentiality, transparency
- Ethics

**Duration of Workshop:** 1 day