

Mentoring Skills

Maximum Participants: 16

Duration: One Day

Timings: 09:30 – 16:30



Mike Phillips Training

Releasing potential through learning and development

Suitable for

Anyone who wants to establish a mentoring programme or effectively mentor others within a good practice framework.

Aim

To promote understanding of mentoring and its role in facilitating the development of skills, integration and personal performance within organisations. You will discover practical tools and skills to mentor others so they can reach full potential.

Learning Outcomes

By the end of the course, you will be able to:

- Define mentoring and differentiate between training, mentoring, coaching, supervision and support
- Explain the 'learning ladder' and how this impacts on learning and development
- Describe the role of the effective mentor and how to use a range of tools and techniques to enhance the mentoring process
- Be aware of the ethical issues that impact on mentoring
- Recognise the stages of the mentoring relationship and identify techniques to facilitate development
- Identify and practice some mentoring techniques
- Demonstrate effective verbal and non-verbal communication skills
- Create procedures to ensure a successful mentoring programme

You will also leave the course with:

- A sense of achievement
- A Personal Action Plan to take your learning further
- A toolkit of techniques and practical ideas for releasing your potential

Training Style

All courses are interactive, using diverse participatory, 'brain-friendly' training methods including: exercises; games/quizzes; handouts and workbook; small/large group discussion; skills practice and trainer input.

All courses are accompanied by a **Welcome Pack** (including some essential pre-course activities to prepare for learning) and a **'Bonus Pack'** after the training with additional tools, and follow-up activities to support transfer of learning to the workplace. (*email required)

Other Courses to consider (Visit my website for details of these and other courses)

- ➔ Coaching Skills for Managers
- ➔ Effective Telephone Skills
- ➔ Improving Your Performance through Emotional Intelligence (2 Days)
- ➔ Interpersonal Communication Skills
- ➔ Motivating Staff for Peak Performance
- ➔ NLP in the Workplace (2 Days)
- ➔ Supervision and Support
- ➔ Supervision and Support – The Next Level (2 Days)
- ➔ Training Skills – An Introduction (2 Days)

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"I've learned so much which I want to apply in the workplace."

The course helped explain the theory, whilst being fun, engaging and practical."

Course Participant
London Borough of Redbridge

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