

Contract Trainers Australia

Professional Trainers supporting
Training Departments
Project Teams &
Training Companies across Australia



0488 098 778

enquiries@contracttrainers.com.au
contracttrainers.com.au

Mentoring Training Course



Mentoring Training Course

This Mentoring Training Course is designed to prepare senior staff members to become enthusiastic, confident and effective Mentors.

Outcomes

- Discuss mentoring and its multiple applications in today's workplace.
- Use mentoring to play an important role in the development of other people.
- Create, maintain, and transition a mentoring relationship.
- Provide specific behaviours to adopt or stay away from to maximise the impact of a mentoring relationship.
- Use mentoring to improve today's workplace.

Introduction:

Mentoring isn't what it used to be. In today's high-tech, global economy, the days of stiff hierarchy and loyalty to the status quo are long gone.

Today's mentors understand that they have as much to gain from building close working relationships and sharing their experience with others as they have to give.

Whether you are entering an informal arrangement or a formal training program, learn how to make mentoring more meaningful for everyone.

Course Length:

1-day

Certificates:

Certificates of Completion are issued to each participant

(This course has a post-course assessment available for validation of learning)

Mentoring Training Course - Part 1

What is Mentoring & Why it Matters

- The Story of Mentor
- What Mentors Do
- The Enabling Mentor
- Mentoring Today
- What Does Mentoring Look Like?
- The Power of Relationships in Our Lives
- Mentors Care Beyond the Work
- A Mentor Goes Above and Beyond

Mentoring Training Course - Part 2

Creating a Mentoring Relationship

- Stages of Development
- Where to Begin
- The Mentoring Match
- Determining Mentee Expectations
- Developing a Partnership
- Guiding Principles
- Creating a Mentor/Mentee Agreement
- Two-Way Mentoring / Reverse Mentoring
- Part Summary

Phone : 0488 098 778 www.contracttrainers.com.au

With 300 trainers Australia wide we can provide a trainer to meet your needs.

Contract Trainers Australia

Professional Trainers supporting
Training Departments
Project Teams &
Training Companies across Australia



0488 098 778

enquiries@contracttrainers.com.au
contracttrainers.com.au

Mentoring Training Course - Part 3 **Maintaining a Mentoring Relationship**

- Adopting a Change Attitude
- Managing Change
- Coping Mechanisms
- Mirroring
- Validation
- It's Rarely Black or White
- Progressive Adaptation
- Part Summary

Mentoring Training Course - Part 4 **Navigating the Mentoring Relationship**

- Effective mentoring tools
- Shifting Context
- Active Listening
- Naming Feelings
- Listening for Motivation
- Constructive Confrontation
- Information that has Positive Impact
- Giving Permission
- Being Genuinely Curious
- Part Summary

Mentoring Training Course - Part 5 **Fine Tuning & Transitioning the Mentoring Relationship**





- Fine Tuning and Transitioning
- Potential Pitfall One-Giving Criticism
- Potential Pitfall Two-Giving Advice
- Potential Pitfall Three-Trying to Rescue
- Transitioning the Relationship
- Part Summary

Mentoring Training Course - Part 6 **Conclusion**

- Course review
- Planning engagement with the mentees
- Post Course assessment if required

Mentoring Training is one of the Professional Development Training Courses delivered by **contract trainers** in Brisbane, Sydney, Canberra, Melbourne, Adelaide and Perth.

Web links:

-  [Quick quote](#)
-  [View Public Class Schedule](#)
-  [Quick enquiry](#)
-  [Visit contracttrainers.com.au](http://www.contracttrainers.com.au)