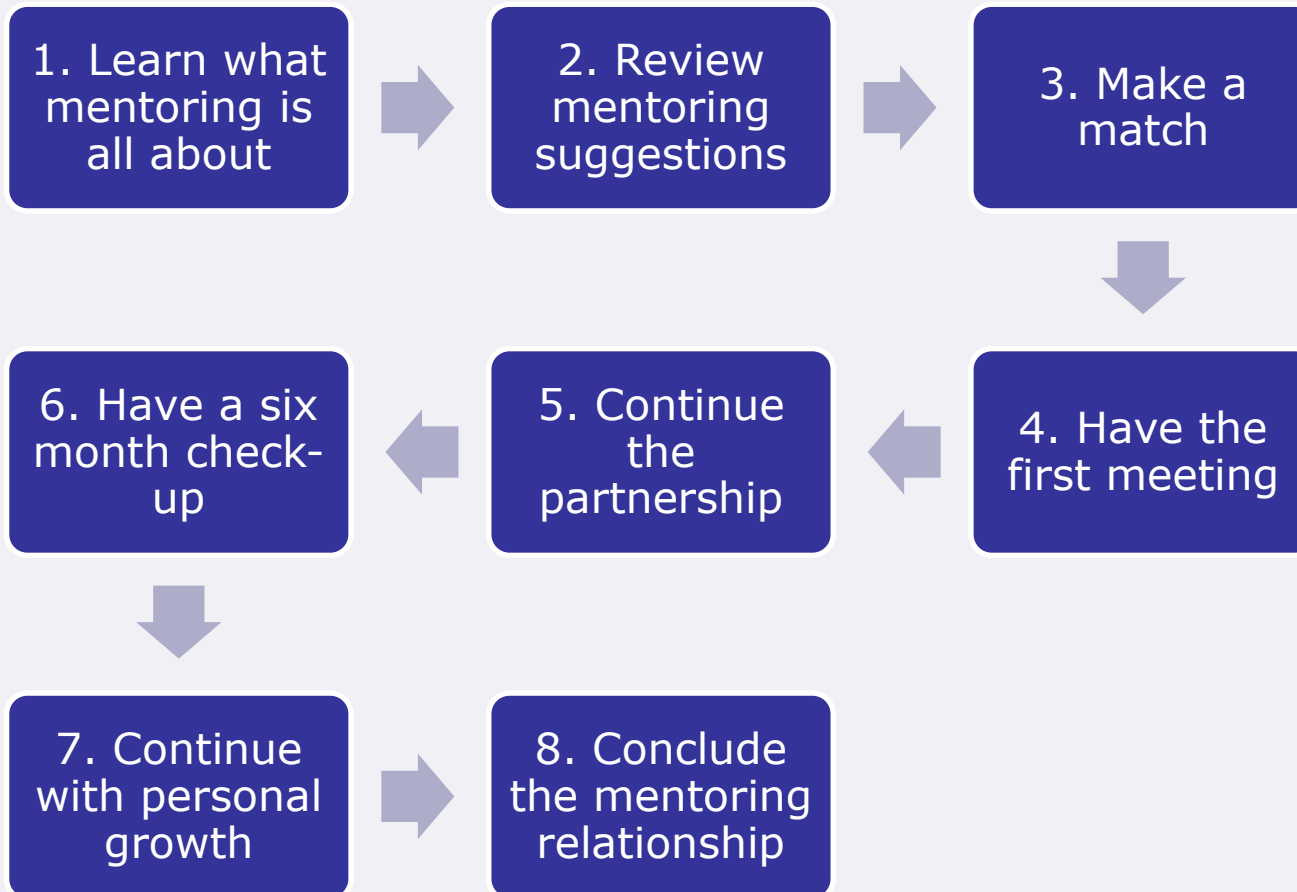




Mentoring

Eight Steps



Program Objectives (1 of 5)

- ✦ Discuss Goleman 's five components; self-awareness, self-regulation, motivation, empathy, and social skills.
- ✦ Define mentoring in terms of a collaborative partnership that is mutually beneficial.
- ✦ Learn about one's own self awareness and self regulations.

Program Objectives (2 of 5)

- ✦ Discuss empathy and how to understand it and use it to develop others.
- ✦ Learn about social skill and how you can effectively interact with others.
- ✦ Evaluation why you should mentor and how it leads to lower turnover for your business.

Program Objectives (3 of 5)

- ✦ Identifying a mentor as a helper as well as define a helpers good and bad qualities.
- ✦ Learn what a good mentor program can do for you individually and for your business.

Program Objectives (4 of 5)

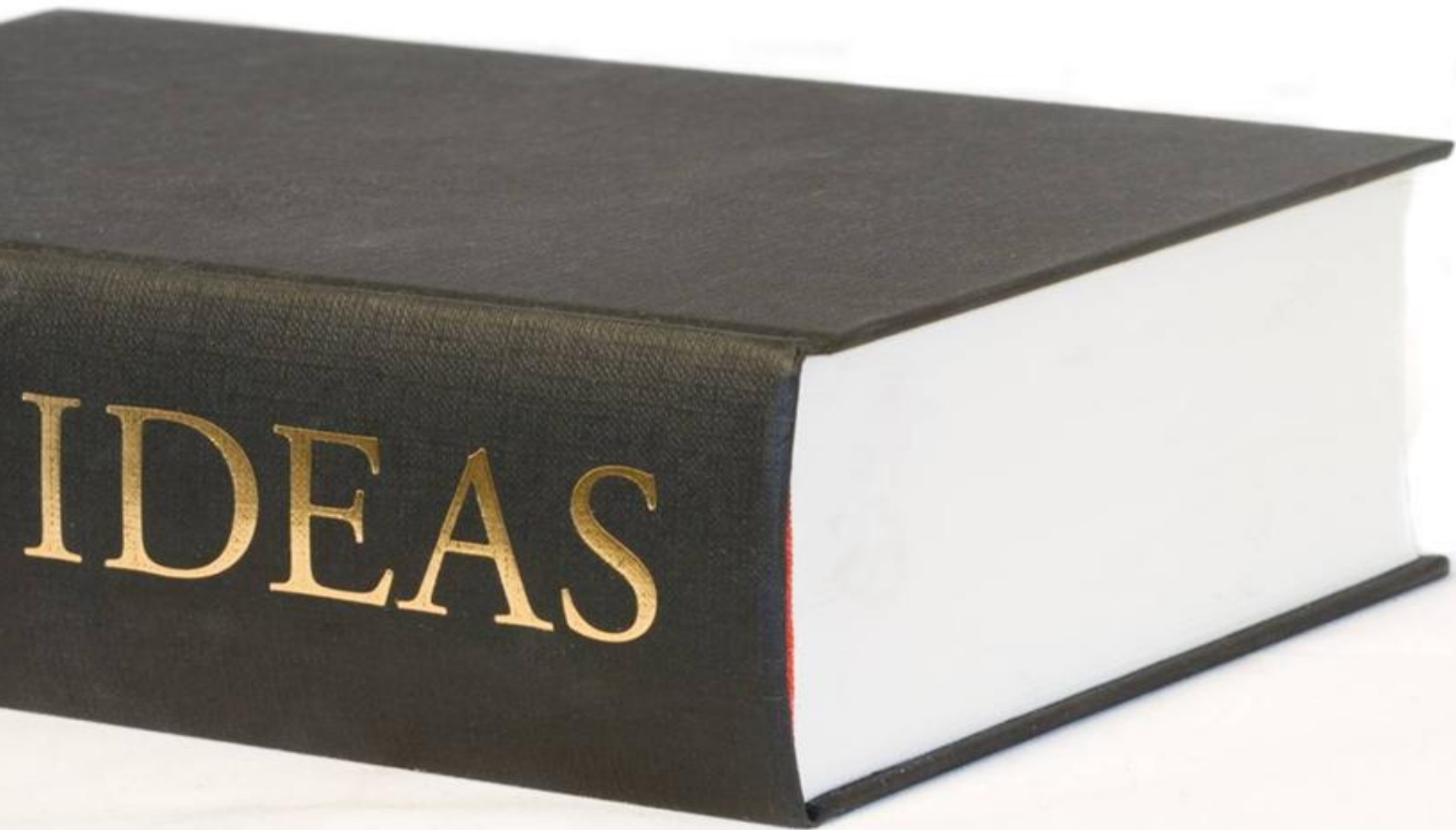
- ✦ Identify the responsibilities, process and outcomes of both the protégé and mentor.
- ✦ Gain knowledge about the 4 types of mentoring: natural, situational, supervisory and formal facilitates.

Program Objectives (5 of 5)

- ✦ Learn the six possible types of mentors and the roles that they play.
- ✦ Describe the life cycle of a mentoring relationship.
- ✦ Gaining knowledge about establishing a formal mentoring program.

Definition

- ✦ Mentoring is a collaborative, mutually beneficial partnership between a Mentor (who possesses greater skills, knowledge and experience) and a Protégé (who is looking to increase his or her skills, knowledge and experience).



Eight Steps (1 of 2)

1. Learn what mentoring is all about.
2. Review mentoring suggestions.
3. Make a match.
4. Have your first meeting.

Do You Want To Be A Mentor?

- ✦ Mentoring is widely recognized today as an extremely beneficial career development tool.
- ✦ Studies have shown that having a mentor is a top factor affecting an employee's success, career satisfaction, and whether they stay with an organization.

Mentoring Is (1 of 3)

Point out the key words in this definition...

- ✦ **Mentoring is a partnership...**
 - it is not the relationship between an employee and his or her immediate supervisor. Even though there is an inequality in the skills, knowledge and experience of the partners, the partnership itself is equal. Both parties agree to the relationship and both parties are responsible for its success.

What Are The Mentor's Responsibilities?



A photograph of two men in a construction setting. The man on the left is wearing a blue hard hat, a dark suit, a light blue shirt, and a blue tie. He is looking down at a large set of architectural blueprints he is holding. The man on the right is wearing a white hard hat and a blue button-down shirt. He is looking up at the blueprints and gesturing with his right hand, palm facing forward. The background shows a wooden framework of a building under construction with a glass roof.

Willingness To Be Responsible For Someone Else's Growth

Look for a person who initiates coaching contacts with others.

Download “Mentoring” PowerPoint presentation at **ReadySetPresent.com**

155 slides include: 8 steps for mentoring, 7 points on what mentoring is, 10 reasons for mentoring, 8 benefits for the mentor, 9 benefits for the protégé, 4 points on the creation of relationships, 29 points on emotional intelligence and being smart in relationships, 4 points on why mentoring, 8 points on the high cost of turnover, 7 points on why mentoring works, 14 points on gains of the organization, 6 points on the gains of the protégé, 10 responsibilities of the protégé, 6 points on what the protégé gets out of it, 10 points on what the mentor gains, 11 points on the mentor’s responsibilities, 5 points on what it takes to be a mentor, 5 points on what the mentor gets out of it, 5 points on the different types of mentoring, 3 points on natural mentoring, 3 points on situational mentoring, 10 points on supervisory mentoring, 3 points on formal facilitated mentoring, 5 points on mentoring programs, 9 qualifications for a mentor, 11 points on skills, 6 points on a good helper, 5 points on a poor helper, 6 potential pitfalls of mentoring, 5 points on choosing a mentor, 6 general guidelines, 11 points on looking for a protégé, 7 questions to ask to ensure accessibility of mentors, 6 objections and reassurances for the boss, 18 points on the 6 roles a mentor might play, 11 points on the lifecycle of a mentoring relationship, 6 rules for effective mentoring, 11 points on establishing a formal mentoring program, 9 points on the frequency of meetings, 11 points on the format of the meeting, 7 points on boundaries, and finally 16 action steps.

Royalty Free – Use Them Over and Over Again.

Updated & Expanded 2013

Now: more content, graphics, and diagrams