

MENTORING SKILLS FOR HIGH PERFORMANCE

Overall Objective

The Mentoring Session aims to equip participants to successfully establish mentoring relationships and to conduct mentoring conversations to ensure optimal value and development assistance with identified development and/or challenge requirements.

Method

- The focus will be on practically experiencing the techniques. The practical exercises to be completed in each section will enable the participant to implement what is learned.
- Role modeling will be used so that the participants can experience what is meant by the principles taught as the recipient learners.
- This work session will be process driven – actively learning the “how” of mentoring in an effective manner with participants gaining the practice they need.
- The participants will walk away with a toolkit with which to engage the Mentee/Protégé they will be mentoring.

Content

The Mentoring Context:

- Where the Term Mentor Comes From
- Roles of a Mentor
- Determine What is Mentorship
- What I Can Offer
- Review My Role Model
- What I Choose Not to Offer

The Mentoring Conversation:

- Stage 1 – Analyze–
 - Assist the Mentee/Protégé to Isolate the Issues at Stake
 - Assess root causes, brainstorm and categorize, problem-solve, develop action plan
- Stage 2 – Interface–
 - Create a Climate of Trust
 - Practice Listening and Asking the Right Questions
 - Change “You” into “I” sentences
 - Give and Receive Feedback
- Stage 3 – Evaluate–
 - Talk about Performance



“Your Total Training Resource”

Skills Development for Mentors:

- Assess Mentoring Skills

Building the Mentorship Relationship:

- Establish a Mentoring Partner Contract
- Establish a Development Action Plan
- Establish the Mentoring Parameters
- Establish Progress Measurements
- The Relationship in Perspective

Outcomes

- By the end of this workshop, the participants will:
- Determine the actions for creating an enabling environment for mentoring to effectively take place
- Understand tools and approaches available to assist them in the accelerated development of the Mentee/Protégé to be mentored
- Increase the effectiveness of their own mentoring skills

Registration Information

Time: Workshops scheduled from 9:00 a.m. to 4:30 p.m.

Pricing: 1-2 attendees \$295 per person, 3+ attendees \$255 per person.

Location: Hilton Garden Inn O'Hare, 2930 S. River Road, Des Plaines, IL 60018
(Just north of Devon Avenue, past Rivers Casino.)

[Click here to download a map and directions.](#)

To register or for additional information either email, phone or complete the [online registration form](#).

Email: Ken Keller at kkeller@c-kg.com or Dean Carroll at dc Carroll@c-kg.com or

Phone: (630) 495-0505 or (800) 869-7497.

Register online: [Complete form by clicking here.](#) If you register online, a confirmation email will be sent to you with next steps and payment details. Please note we accept checks as a form of payment.

[To see a complete list of our current workshops click here.](#)

Customized live onsite workshops or virtual workshops are also available.

Please contact us with any questions or concerns you may have. Email: Ken Keller at kkeller@c-kg.com or Dean Carroll at dc Carroll@c-kg.com or phone: (630) 495-0505 or (800) 869-7497.