



A division of General Physics (UK) Ltd
www.clutterbuckassociates.com

Mentoring Programme Manager's Workshop

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Mentoring Programme Manager's Workshop

Duration

2 days

Overview

It is constructed along a logical flow of steps to be considered when introducing and maintaining a mentoring programme:

- Laying the foundations
- Designing and planning
- Launching
- Supporting participants
- Reviewing and Improving

The workshop includes a variety of practical activities to apply and reinforce the learning points. For those interested in attaining accreditation for their own programme, this workshop has been aligned with the International Standards for Mentoring Programmes in Employment (ISMPE).

Objectives

By the conclusion of the workshop delegates will have:

- Gained a common understanding of what mentoring is
- Explored the five key stages of implementing a mentoring programme
- Had an opportunity to design and practice programme elements
- Defined their role and responsibilities as a mentoring programme manager
- Been introduced to the ISMPE
- Gained access to Clutterbuck Associates' pro-forma documents and questionnaires



Agenda

The workshop is structured as follows:

- Introduction
- Key concepts of mentoring
- Laying the programme's foundations
- Designing and planning the programme
- Launching the programme
- Supporting participants
- Reviewing and improving the programme
- Manager role and responsibilities

Course prework

In order for us to know what your experience is around mentoring please may we ask you respond to the following questions before attending the course:

1. Are you currently involved with a managing a mentoring programme?
2. If yes, please give brief details about the scheme and your role
3. If no, please let us know what has led you to attend this workshop

Please email a copy of your responses to lbyrne@gpworldwide.com

Further information

Business needs

For those involved in designing and implementing sustainable mentoring programmes.

Other information

Workshop delegates are given a comprehensive manual, together with a CD Rom containing proforma documents and questionnaires – which can be adapted and used within their organisation.