

# MAKE THE CONNECTION



## MENTORING TRAINING

**FOR COMPANY STAFF OFFERING APPRENTICESHIPS;  
WORK PLACEMENTS/TRIALS/EXPERIENCE; VOLUNTEERING  
OPPORTUNITIES OR NEW EMPLOYMENT**

**DELIVERED AS A ONE DAY COURSE**

The aim of this course is to give company staff an understanding of the principles of mentoring and the skills to become a mentor. The course is fully interactive, is packed with information and includes multiple activities. This course is designed to learn about mentoring in a fun and enjoyable way and on completion, delegates will have sufficient skills and knowledge to participate in a mentoring relationship. Both the delegate and the company will be awarded a certificate. A bespoke personal travel plan highlighting all modes of transport to their place of work and travel assistance to the course if attending on sustainable transport will be offered as part of their package.

**Who should attend?** This course is for staff who will be assigned to the task of supporting someone who is offered an apprenticeship, a work placement/trial/experience, volunteering opportunity or new employment at your company. It is also recommended for line managers who will be supervising the mentors and mentees.

**Length of training course: 6.75 hours including comfort breaks and lunch.**

**Cost: Free - includes course, refreshments and lunch. (funded by CONNECT)**

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MAKE THE CHANGE, MAKE THE CONNECTION



## **Session One**

Introduction

The CONNECT project

Icebreaker Activity

What is mentoring?

Who needs a mentor?

Who could be a mentor? What qualities do we look for?

What is peer mentoring?

Mentoring skills and Interpersonal skills

Why do people volunteer? – Activity

Life goals – Activity

Communication skills – Activity

## **Coffee Break**

## **Session Two**

Key skills

Positive role models – Activity

Getting started and setting goals

Learning experience - Activity

New skills – Activity

Impact on mentors; empathy for mentees

Building rapport – Activity

Employing those with disabilities - Activity

Stars and Steadies - Activity

Primary Communication Styles and Emotional Intelligence

Problem Solving - Activity