

Guidance and Mentoring Program

Accra (Ghana)

17 - 21 March 2025

UK Training

PARTNER



Guidance and Mentoring Program

Code: LM28 From: 17 - 21 March 2025 City: Accra (Ghana) Fees: 3300 Pound

Introduction

Welcome to the Guidance and Mentoring Program, designed to empower individuals through personalized support and professional development. This course focuses on fostering effective mentorship relationships that encourage growth, skill enhancement, and confidence building. Participants will learn essential mentoring techniques, effective communication strategies, and how to create a nurturing environment for mentees. By engaging in practical exercises and real-world scenarios, attendees will gain the tools needed to guide and inspire others on their journey to success, ultimately contributing to a culture of continuous learning and development.

Course Objectives

- Understand Mentoring Principles: Grasp the fundamental concepts and values of effective mentoring relationships.
- Develop Communication Skills: Enhance verbal and non-verbal communication techniques essential for effective mentorship.
- Cultivate a Supportive Environment: Learn strategies to create a safe and encouraging space for mentees to express themselves.
- Set Clear Goals: Assist mentees in defining and achieving their personal and professional objectives.
- Provide Constructive Feedback: Master the art of giving and receiving feedback to foster growth and improvement.
- Encourage Self-Reflection: Promote self-assessment practices that enable mentees to recognize their strengths and areas for development.
- Build Trust and Rapport: Develop techniques to establish and maintain trustful relationships with mentees.
- Address Challenges: Equip mentors with strategies to navigate common mentoring challenges and conflicts.
- Measure Success: Learn to evaluate the effectiveness of mentoring relationships and make necessary adjustments.
- Promote Lifelong Learning: Inspire a mindset of continuous improvement and personal growth in both mentors and mentees.

Course Outlines

Day 1: Introduction to Mentoring

- Overview of Mentoring: Define mentoring and its significance in personal and professional development.
- Types of Mentoring: Explore various mentoring models, including one-on-one and group mentoring.
- Roles and Responsibilities: Understand the roles of both mentors and mentees in the mentoring relationship.
- Establishing Objectives: Learn how to set clear goals for mentoring sessions.

A graphic of a chessboard with several chess pieces (a king, a pawn, and a knight) on it, set against a background of concentric circles. The text 'UK Training PARTNER' is overlaid on the right side of the board.

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Day 2: Effective Communication in Mentoring

- Communication Styles: Identify different communication styles and their impact on mentorship.
- Active Listening: Practice active listening techniques to enhance understanding and connection.
- Feedback Mechanisms: Learn how to provide and solicit constructive feedback effectively.
- Building Rapport: Explore strategies to establish trust and rapport with mentees.

Day 3: Creating a Supportive Environment

- Nurturing Relationships: Techniques for creating a safe space for open dialogue and vulnerability.
- Encouragement and Motivation: Learn how to inspire and motivate mentees to reach their goals.
- Addressing Challenges: Strategies for recognizing and overcoming barriers to effective mentoring.
- Cultural Sensitivity: Understand the importance of cultural awareness in mentoring relationships.

Day 4: Goal Setting and Self-Reflection

- SMART Goals: Introduce the SMART criteria for setting achievable and measurable goals.
- Personal Development Plans: Guide mentees in creating actionable plans for their development.
- Self-Assessment Techniques: Encourage mentees to reflect on their strengths and areas for growth.
- Mentor's Role in Reflection: Discuss how mentors can facilitate self-reflection among mentees.

Day 5: Evaluating and Sustaining Mentoring Relationships

- Measuring Success: Learn how to assess the effectiveness of the mentoring relationship.
- Adjusting Goals and Approaches: Discuss how to modify objectives based on ongoing evaluations.
- Long-term Mentoring: Strategies for sustaining relationships beyond formal mentoring programs.
- Promoting Lifelong Learning: Encourage a commitment to continuous learning and development for both mentors and mentees.

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