

### **Coaching and mentoring techniques**

#### **Overview**

Good mentoring supports learners to maximise learning outcomes. It is crucial to the success of workplace training schemes and helping to embed learning gained from training courses.

This course explores the mentoring relationship and provides tools and techniques for supporting learners.

The main themes for the day are:

- Developing the mentor/mentee relationship
- Learning styles
- Coaching techniques and tools
- Practicing the use of tools

#### **Course objectives**

By the end of the course delegates should:

- Understand the purpose of coaching and mentoring and its key attributes
- Have knowledge of a range of mentoring techniques
- Have an appreciation of the merits and pitfalls of various techniques
- Be able to apply and practice mentoring tools to assist learners

#### **Intended for**

For all people who mentor others including: managers, supervisors and peer mentors.

The course content is well matched to the learning needs of Supervising Civil Engineers and Delegated Engineers operating Institution of Civil Engineers and other learned society Approved Training Schemes.

This course requires delegates to have some prior experience of being a mentor so is not suitable for inexperienced mentors. A course called "Mentoring skills in the workplace" addresses the needs of these learners.

The course might not be suitable for those who have studied mentoring in depth. Please discuss with us before booking.