



## Academy of Certified Human Resource Professionals

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IHRM ACCREDITATION NO.: C00259

NITA ACCREDITATION NO.: NITA/TRN/1234

### Coaching & Mentoring Skills

Start Date	End Date	Venue	CPD	Cost	Registration Link
11-11-2024	15-11-2024	Lake Naivasha Resort	6	65,000.00	<a href="#">Register Here</a>

### Introduction

An efficient mentoring process provides support from both inside and outside. It needs to meet the individual needs of its mentees in order to achieve the organization's goals. A mentor needs to acknowledge the hard work of mentees and appreciate them in front of others. Give them their due credit. Make them feel important. Every mentee expects his/her mentor to be polite with him/her. Lend a sympathetic ear to their difficulties in learning and performing and help them whenever possible

### Objectives

The objective of the **Coaching & Mentoring Skills** training is to;

- Explain why do we need to Mentor people
- List the responsibilities of a Mentor
- Discuss the Parameters to assess Mentees
- Explain how to enhance Mentees' Performance
- Describe the Principles of Designing Mentoring Process
- Describe the elements of an Effective Mentoring Process
- Describe characteristics of an Effective Mentoring Process
- Explain the how to give feedback while Mentoring
- Explain how to Mentor different types of Personalities
- Explain the how to Mentor people for Growth
- Discuss the Development Tools used for Mentoring
- Discuss the role of Learning & Development in Mentoring
- List the criteria for Evaluation of Mentoring Process
- Explain the importance of Self-Confidence for a Mentor
- List the Tips for better Mentoring

### Target Groups

This training is suitable to a wide range of professionals but will greatly benefit;

- Workplace Counselors,
- HR Professionals
- People Managers

  
**Den Gathitu**

