

# Course Outline | Business Mentoring

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1 day(s)

## Overview

Mentoring in the business environment is increasingly accepted as a professional and personal development tool. The objective of this course is to provide individuals with the skills required to enhance and stimulate individual learning and development process

## Course Outline

### Understanding Change

- Exploring Needs
- Establishing Motivation
- Investigating Desires
- Encouraging Commitment to Action
- Developing Personal Growth

### Promoting Development

- Developing Personal Competencies
- Creating Development Alliances
- Avoiding Unproductive Dependencies
- Identifying Achievable Goals
- Personal Competence
- Evaluating Outcomes
- Objective Measures

### Questioning Techniques

- Facilitating Thought Processes
- Identifying Solutions and Actions
- Observing, Listening and Asking
- Adopting a Positive Regard
- Avoiding a Judgemental Attitude

### Personal Skills

- Knowledge and Understanding Processes
- Developing Listening Skills
- Adopting Supportive Styles
- Reserving Judgement!
- Managing Relationships
- Structuring and Measuring Performance Outcome

### Practical Session