

Description

Employers put great effort into developing an experienced workforce. Mentoring programs allow employers to tap this experience to help new workers learn their jobs. An efficient mentoring program provides benefits to all participants. This training program will introduce mentoring programs to those employees who have been selected to act as mentors.

Objectives

After your training program, the trainees should be able to:

- Explain how mentoring programs are used.
- Identify the types of employees who will be mentored.
- Outline the benefits of a mentoring program.
- Discuss some of the characteristics of mentors.
- Describe how the mentoring program is organized.
- Outline some techniques for effective mentoring.

Audience

Those who provide mentoring are not new to the job, but they may be new to the role as mentor. As with anyone who undertakes new responsibilities, new mentors need training in order to understand the mentoring program and how they can perform their duties effectively.

Requirements

There is no regulatory requirement for employers to provide mentoring programs or training to those employees who serve as mentors. However, mentoring programs provide benefits to the employer, the persons being mentored, and to the mentors. Providing training to the mentors is a good practice for maintaining an effective mentoring program.