

# Training Guidance for Mentoring Co-ordinators

Training Guidance for Mentoring Coordinators: A training course for Mentoring Coordinators. The aim of this Mentor Training Guidance for Coordinators is to give organisations running mentoring programmes all that they will need in order to train their mentors.

## What does the course cover?

The course enables mentoring coordinators to:

- Explain what good mentoring training should include
- Understand key learning theories and practices and how these contribute to the delivery of quality training
- Design a mentor training programme using a session plan template
- Have access to and employ a range of mentor training tools, activities and resources
- Review and evaluate a training programme for mentors

## Resources provided:

- Course participants will be provided with a mentor training pack. This mentor training pack is presented in two sections.

The Coordinator can use and adapt the pack to suit the needs of prospective mentors, the needs of the organisation and to suit their own personal style as a trainer. The aim should be for coordinators to make the course their own. The course programme has been divided into four parts for flexibility of delivery. It can be run as a two-day course, as two one-day courses, or four-half day courses. The format chosen for delivery will depend on a number of factors including availability of mentors or of staff to deliver the training or venue availability.

The complete Mentor Training pack will be available electronically so that you have the course materials electronically for printing and so that you can, where appropriate, insert information that is specific to your organisation. At the end of the course, Mentoring Co-ordinators will be able to deliver training to their mentors which covers all the learning outcomes covered in SMN's Mentor Training Assessment. For more information on this assessment tool please contact us.

Cost : £350 Discounted fee for coordinators who have completed the PCCMP: £250

**Course fee includes:** · A full days training · Skilled, experienced professional trainers · A printed training pack · Electronic access to the training pack

For more information, contact Sarah Barr: [sarah@scottishmentoringnetwork.co.uk](mailto:sarah@scottishmentoringnetwork.co.uk) - 0141 559 5009/1