

Mentoring Goals Template

Andrew Jones

Workplace Mentoring Guide Andrew Jones,2014-05-14 This Guide has been developed for workplace supervisors or colleagues who are responsible for mentoring in the workplace. It will take you through the process of establishing and developing a mentoring relationship with a learner in a workplace. By working through this Guide, you will cover the following topics: 1. An introduction to workplace mentoring 2. Developing a mentoring plan 3. Facilitating a mentoring relationship 4. Monitoring a mentoring relationship 5. Evaluating the effectiveness of mentoring

Embrace Mentorships Jenn Labin,2014-10-01 Research continually demonstrates the impact of mentoring. Although talent development professionals are committed to bringing mentoring to others, they may not pursue those relationships. Mentorships are most often valuable, and all individuals—talent development professionals included—should seek out these opportunities. In this issue of TD at Work, Jenn Labin: · demonstrates the value of finding a mentor at any stage of your career · explains the different types of mentoring relationships · describes how to build significant mentoring relationship with trust and respect · discusses the importance of setting expectations and developmental goals · equips you with practical tools for achieving your learning goals.

Accountability Strategies and Checklists Lois J. Zachary,Lory A. Fischler,2012-07-31 Lois Zachary and Lory Fischler created these five toolkits on crucial aspects of mentoring as quick references that mentors and mentees can use to refresh their understanding, prepare for mentoring sessions, grasp key concepts of the process, and improve their overall experiences and strengthen their mentoring relationships. These compact, bound card sets will fit into your purse, briefcase, or pocket for quick review on the go. Toolkit #4 covers the very important process of setting goals . It offers accountability strategies and checklists for mentoring excellence that can be used during each phase of the mentoring relationship. They can be used to guide mentoring conversations, gauge progress, and promote mutual accountability. These checklists can also be used to determine readiness to move on to the next phase. The five toolkits include: #1: Strategies and Checklists for Mentors #2: Feedback and Facilitation for Mentors #3: Strategies for Mentees #4: Accountability Strategies and Checklists #5: Mentoring Across Generations

The Mentee's Guide Lois J. Zachary,Lory A. Fischler,2009-07-27 PRAISE FOR THE MENTEE'S GUIDE The Mentee's Guide inspires and guides the potential mentee, provides new insights for the adventure in learning that lies ahead, and

underscores my personal belief and experience that mentoring is circular. The mentor gains as much as the mentee in this evocative relationship. Lois Zachary's new book is a great gift. —Frances Hesselbein, chairman and founding president, Leader to Leader Institute Whether you are the mentee or mentor, born or made for the role, you will gain much more from the relationship by practicing the fun and easy A-to-Z principles of *The Mentee's Guide* by the master of excellence, Lois Zachary. —Ken Shelton, editor, *Leadership Excellence* With this deeply practical book filled with stories and useful exercises, Lois Zachary completes her groundbreaking trilogy on mentoring. Must-reading for those in search of a richer understanding of this deeply human relationship as well as anyone seeking a mentor, whether for new skills, job advancement, or deeper wisdom. —Laurent A. Parks Daloz, senior fellow, the Whidbey Institute, and author, *Mentor: Guiding the Journey of Adult Learners*

Beyond Goals Mr David Megginson, Ms Susan David, Professor David Clutterbuck, 2013-09-02 What is there in developmental relationships beyond setting and striving to achieve goals? The presence of goals in coaching and mentoring programs has gone largely unquestioned, yet evidence is growing that the standard prescription of SMART, challenging goals is not always appropriate - and even potentially dangerous - in the context of a complex and rapidly changing world. *Beyond Goals* advances standard goal-setting theory by bringing together cutting-edge perspectives from leaders in coaching and mentoring. From psychology to neuroscience, from chaos theory to social network theory, the contributors offer diverse and compelling insights into both the advantages and limitations of goal pursuit. The result is a more nuanced understanding of goals, with the possibility for practitioners to bring greater impact and sophistication to their client engagements. The implications of this reassessment are substantial for all those practicing as coaches and mentors, or managing coaching or mentoring initiatives in organizations.

Guide to Mentee Planning Norman H. Cohen, 2001 The *Guide to Mentee Planning* includes nine forms specifically designed to assist mentees in organizing and recording their plans for learning during their involvement in the mentoring program. Detailed guidance for filling out each of the forms is provided to ensure that mentees construct a systematic and realistic plan to achieve their unique career and professional development goals.

Mentoring Programs That Work Jenn Labin, 2017-02-15 Amazing Benefits, Unique Risks A stellar mentor can change the trajectory of a career. And an enduring mentoring program can become an organization's most powerful talent development tool. But fixing a "broken" mentoring program or developing a new program from scratch requires a unique process, not a standard training methodology. Over the course of her career, seasoned program development specialist Jenn Labin has encountered dozens of mentoring programs unable to stand the test of their organizations' natural talent cycles. These programs applied a training methodology to a nontraining solution and were ineffective at best and poorly designed at worst. What's needed is a solid planning framework developed from hands-on experimentation. And you'll find it here.

Mentoring Programs That Work is framed around Labin's AXLES model—the first framework devoted to the unique challenges of a sustained learning process. This step-by-step approach will help you navigate the early phases of mentoring program alignment all the way through program launch and measurement. Whether your goal is to recruit and retain Millennials or deepen organizational commitment, it's time to embrace mentoring as one of the most powerful tools of talent development. Mentoring Programs That Work will help your organization succeed by building mentoring programs that connect people and inspire learning transfer.

Creating a Mentoring Program Annabelle Reitman, Sylvia Ramirez Benatti, 2014-04-21 Engage your employees with a mentoring program that spans across the generations. With a workforce full of varying degrees of experience, the focus is often on the challenges of balancing a multigenerational staff. But what can be overlooked is what these generations can learn from each other. Senior members in organizations have expressed that they continually want to learn—and not only teach. These findings lead Reitman and Benatti to create the Mentoring Partnership Model, which is a way for new and seasoned employees to partner and learn from each other. This book is a two-part presentation of how to implement this model into your organization: a facilitator's handbook outlining the process and a participant's workbook complete with worksheets and templates. Use the Mentoring Partnership Model to pass on knowledge and retain and engage employees. Covers the characteristics of an effective mentor and why mentoring works. Offers step-by-step instructions of each stage of the program. Includes the worksheets, evaluation forms, and checklists to use in your program. About the Companion Workbook *Creating a Mentoring Program: Partner's Workbook* features worksheets, exercises, and evaluations developed specifically for Mentoring Partnerships Program participants. The digital workbook is customized to enable participants to complete, save, update, and print forms as they progress through the program.

The Mentoring Year Susan Udelhofen, Kathy Larson, 2003-04-30 Overflowing with checklists, tools, templates, and rubrics for measuring growth toward best practice, this program provides every element needed for first-year induction.

Coaching and Mentoring for Business Grace McCarthy, 2014-03-14 Coaching and Mentoring for Business seeks to go beyond the vast body of skills-based literature that dominates the study of coaching and mentoring and focus on the contribution that coaching can make to the implementation of human resource strategy and organizational strategy. Grace McCarthy includes an introduction to coaching and mentoring theory, then goes on to look at coaching and mentoring skills, and how they may be applied in relation to individual change, coaching and mentoring for leaders and by leaders, coaching and mentoring for strategy, innovation and organisational change, as well as coaching and mentoring in cross-cultural and virtual contexts. Coaching and Mentoring for Business also explores ethical issues in coaching and mentoring before concluding with the evaluation of success in coaching and mentoring and a discussion of emerging issues. Key Features: Vignettes to help readers consolidate their learning by illustrating real life situations Web links to useful academic and

professional resources A companion website with PowerPoint slides, a lecturer's guide and self-assessment quizzes available at www.sagepub.co.uk/mccarthy Electronic inspection copies are available for instructors.

Starting Strong Lois J. Zachary, Lory A. Fischler, 2014-10-06 A hands-on and usable guide to making the first 90 days of your mentoring relationship a success In *Starting Strong*, mentoring experts Lois J. Zachary and Lory A. Fischler weave a compelling tale that exemplifies the concepts, highlights the dynamics, and outlines the issues involved in mentoring relationships. The authors use the form of a fable to tell the story of a budding mentoring relationship filled with possibilities, problems, and triumphs. The story of Cynthia, a seasoned professional, and her new mentee Rafa, brings to life Zachary and Fischler's wealth of mentoring suggestions and best practices and each episode of the fable is accompanied by reflection questions, key learnings, and strategies that readers can apply to their own mentoring relationships. The authors include a conversation playbook that guides mentors and mentees through six essential conversations that will help them establish a strong mentoring connection, and keep it moving forward. As organizations face the transition of departing Boomers and arriving Millennials, *Starting Strong* offers a hands-on and readable guide to create effective mentoring relationships that will ensure the success of that transition. The book: Covers the key components of a successful mentoring relationship including building trust, establishing a comfort zone (and then having the courage to leave it), holding productive meetings, dealing with power dynamics, setting goals, and keeping momentum going Shows how to avoid common pitfalls and overcome mentoring obstacles Applies to any organizational or institutional setting *Starting Strong* is more than an engaging story of mentorship, it's a vital resource for understanding how to implement and sustain a meaningful mentoring relationship.

The Mentor's Guide Lois J. Zachary, 2011-09-16 *THE MENTOR'S GUIDE* Second Edition Thoughtful and rich with advice, *The Mentor's Guide* explores the critical process of mentoring and presents practical tools for facilitating the experience from beginning to end. Managers, teachers, and leaders from any career, professional, or educational setting can successfully navigate the learning journey by using the hands-on exercises in this unique resource. The need for mentoring has never been greater. Securing a new generation of diverse leaders and the need for sustainable change are not easy tasks. As I renew my commitment to mentoring, *The Mentor's Guide* is the tool I want by my side. It is jam-packed with everything I need to be successful and more new exercises, concrete examples, and a road map for building an effective relationship. PERNILLE LOPEZ, global human resource manager, The IKEA Group *The Mentor's Guide* remains the go-to book for those seeking to make their practice of mentorship as helpful and accessible as possible. Practically written and grounded in a solid understanding of how adults learn, this is an invaluable resource. STEPHEN D. BROOKFIELD, Distinguished University Professor, University of St. Thomas Across all industries, we look to leaders to deliver broad-based results through others. *The Mentor's Guide* is an excellent resource for leaders interested in unleashing the potential of their team members. There

is no greater gift that leaders can give their teams than to develop themselves. KATHY BOLLINGER, president, Arizona West Region Banner Health The Mentor's Guide provides poignant insights and pragmatic instruction for conveying wise advice that fosters insight and facilitates growth. A must-read for anyone who cares about the power and potential of talent. CHIP R. BELL, author, Managers as Mentors After more than a decade, The Mentor's Guide is still the best. It has stood the test of time and remains an indispensable tool for mentors across all fields. LAURENT PARKS DALOZ, author, Mentor: Guiding the Journey of Adult Learners

Surgical Mentorship and Leadership Charles R. Scoggins, Raphael E. Pollock, Timothy M. Pawlik, 2018-05-30 The landscape of academic surgery has become increasingly complex. Young academic surgeons are now confronted with the task of juggling administrative, clinical, educational, and research responsibilities. While decades ago young faculty would look toward a single “triple threat” mentor, trainees and young junior faculty now must assemble a team of mentors who can help him/her craft a career trajectory for success in academia. In addition, with the emergence of team based science and an emphasis on clinical “crew management” faculty now must hone their leadership skills to be effective in the research and clinical environment. While many books focus on specific research or technical surgical topics, there is a need for an accessible, user-friendly text on the subject of surgical mentorship and leadership. In particular, there is a strong desire among trainees and young surgeons to learn about mentorship, as well as define leadership tools. Currently, there is a gap in the market for a definitive reference on surgical leadership and mentorship. This text will provide a comprehensive, state-of-the-art definitive reference on surgical mentorship and leadership. The book will provide a practical, useful guide that reviews select topics on leadership and mentorship, as well as provide key information on how to launch a successful “young” surgical career. This text will focus on key points on how to identify mentors, highlight mentor-mentee “pearls”, as well as define key leadership traits in being successful as an academic surgeon. This text will serve as a very useful resource for young surgical faculty, as well as fellows and residents in a broad array of surgical training programs. Chapters will have multiple “call out” boxes to highlight key lessons learned, as well as provide mentorship and leadership “pearls.” All chapters will be written by experts in their field and will include the most up-to-date information from national and international leaders.

A Mentor's Perspective John V. Furphy, 2011-04-21 The book is a perspective view of the session process that I use during my work as a mentor, with my mentees. The book is also a kind of an instruction manual. Firstly, we have the written version, then also I have done it in a visual way, for people who understand things more easily in visual formats. Secondly, the book acts as a training manual for people new to the mentoring profession, to help them to a better understanding of the relationships between mentor and mentee.

Mentoring Matters Mark Benigni, Sheryll Petrosky, 2011-01-16 Mentoring Matters is an action plan with all the resources

necessary to launch a school-based mentoring program. The forty-five thirty-minute lessons will serve as the foundation of your mentoring program.

Mentorship Rita S. Boags, 2008-08-05 Mentorship is the process of being in a mentoring partnership- giving and receiving individualized, specialized learning. The mentoring partnership is formed between a person with much experience and knowledge, the mentor, and one with less knowledge, experience, and know-how in a particular field or profession, the mentee. Through the extended dialogue between mentor and mentee, observation, feedback and coaching, growth takes place for both parties. Mentorship is as old as human behavior and applicable to any walk of life, at any level, and at any point in a person's career, from student to CEO. The goal of this book is to provide information that will motivate more working adults to become involved in mentorship and see this process as essential for achieving career success. Readers of this book will learn that there are people with knowledge in every workplace who could help us to become more successful. With the preparation that this book will provide, we can become more observant and opportunistic and take advantage of the sea of knowledge that surrounds us. Contrary to popular belief, growth through mentorship is not an accident and does take effort. Mentoring partners must learn to produce positive results for themselves; whether they are in an organization with a mentoring program or an entrepreneur plying their trade alone. Numerous examples drawn from real-life mentoring relationships will give the reader a flavor for the benefits that can be derived from mentorship. The information in this book has been culled from feedback reports of hundreds of mentee/mentor pairs in formal programs and through interviews of participants in informal relationships. The data and case studies are gathered from working adults - ranging from metal shop workers and secretaries and clerks to senior vice presidents in companies.

Designing Workplace Mentoring Programs Tammy D. Allen, Lisa M. Finkelstein, Mark L. Poteet, 2011-09-13 This book presents an evidence-based best practice approach to the design, development, and operation of formal mentoring programs within organizations. It includes practical tools and resources that organizations can use such as training exercises, sample employee development plans, and mentoring contracts. Case studies from organizations with successful mentoring programs illustrate various principles (e.g., how the mentoring program is aligned with other organizational systems) and suggest best practice contemporary strategies.

Making Mentoring Happen Kathy Lacey, 1999 Discover the personal and professional benefits of mentoring relationships in the practical and concise guidebook. Making Mentoring Happen does just what it says. First, the book explains the concept of mentoring and outlines the benefits for all those involved; then, how a program can be implemented; finally the book gives you the training activities and sample documents to make your mentoring program run smoothly. Whether your business wants to reduce staff turnover, induct new employees more successfully, fast-track your best employees, make best use of their senior staff and keep them motivated, improve company performance and morale.

Peer Supervision in Coaching and Mentoring Tammy Turner,Michelle Lucas,Carol Whitaker,2018-03-05 Supervision is increasingly required for a coach's and a mentor's professional development, and engaging in reflective practice with peers can be a valuable way of meeting these needs. Peer supervision brings unique challenges though, including the possibility of collusion or stagnating at a shared developmental level. This book is written by practicing professional supervisors who engage in peer supervision themselves and train communities of coaches and mentors. It guides practitioners to develop and integrate their range of individual and group reflective practice activities alongside professional supervision. It draws upon essential theory and methodology, explores challenges and ethical dilemmas faced within peer supervision, and provides concrete guidance, useful techniques and helpful templates. This practical guide will be vital reading for individual coaching and mentoring practitioners and peer learning groups including within communities, universities and/or training programs. It will also support professional supervisors and organizations developing coaching cultures.

The Science of Effective Mentorship in STEMM National Academies of Sciences, Engineering, and Medicine,Policy and Global Affairs,Board on Higher Education and Workforce,Committee on Effective Mentoring in STEMM,2020-01-24 Mentorship is a catalyst capable of unleashing one's potential for discovery, curiosity, and participation in STEMM and subsequently improving the training environment in which that STEMM potential is fostered. Mentoring relationships provide developmental spaces in which students' STEMM skills are honed and pathways into STEMM fields can be discovered. Because mentorship can be so influential in shaping the future STEMM workforce, its occurrence should not be left to chance or idiosyncratic implementation. There is a gap between what we know about effective mentoring and how it is practiced in higher education. The Science of Effective Mentorship in STEMM studies mentoring programs and practices at the undergraduate and graduate levels. It explores the importance of mentorship, the science of mentoring relationships, mentorship of underrepresented students in STEMM, mentorship structures and behaviors, and institutional cultures that support mentorship. This report and its complementary interactive guide present insights on effective programs and practices that can be adopted and adapted by institutions, departments, and individual faculty members.

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