



Mentoring and Coaching Solutions

Key Outcomes

- At the end of this session, participants should be able to:
- Identify the attributes of an effective mentor
- Identify roles and responsibilities of the mentee and mentor
- Recall expectations for the mentee and mentor, and
- Engage more effectively in the mentor/mentee relationship

Government Clients

Current Clients

- Department of Veterans Affairs
- Department of Transportation
- USDA
- National Park Service

New Business Inquiries

Contact Information

140 Heimer Road, Suite 400
San Antonio, Texas
78232

bdteam@coleygts.com

210 402 6766 OFFICE

210 402 6829 FAX

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Ordering Information

VA Certified SDVOSB

CAGE: 1UU13

DUNS: 026814967

GSA Schedule: GS-35F-0590N

Prepare Mentors and Mentees for Success

Our Mentoring Workshop prepares your mentors and mentees to get the most from your mentoring program and start returning dividends almost immediately.

Mentor/Mentee Workshop

Coley's Mentor/Mentee Workshop prepares Mentors and Mentees to have an effective mentoring experience. We will customize and deliver a one-day workshop onsite or online for up to 20 new mentor/mentee pairs (40 participants). The workshop is interactive with practical exercises and student engagement. A post-workshop student evaluation is included.

Mentoring programs that include workshops to educate and prepare Mentors and Mentees succeed 10 times more often than those that don't.

The goal of our workshop is to implement mentoring exercises that supports your organizations learning model and address mentoring goals within the organization. In support of this goal, this workshop will strengthen mentor competencies to ensure productive relationships are being developed over the course of the mentoring program and relationship establishment. The

workshop focuses on creating foundational knowledge by addressing the following:

- Understanding the roles and responsibilities of the mentor and mentee, including:
 - Team building
 - Coaching Skills
 - Conflict Management
 - Communications
 - Problem Solving
- Developing participant determined and agreed upon "ground rules" and "action items" critical to successful mentoring partnerships;
- The importance of maintaining open lines of communication, with appreciation for the strengths and differences each participant brings to the mentoring partnership; and
- The importance of developing a tailored Learning Plan for each mentee that articulates learning and developmental goals and objectives with desired outcomes.

Call us today to schedule your Mentor/Mentee Workshop and get your mentoring program off to a strong start.

About Coley

Coley is an award-winning workforce performance solutions company delivering innovative solutions to Corporate and Government organizations. We help our clients design and implement successful mentoring and coaching programs that improve employee retention, engagement, performance and succession planning. Learn More at www.coleygts.com

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