

Certificate in Mentoring



Introduction

Experienced older employees are a valuable resource to companies as they possess relevant skills and knowledge which do not reside in younger workers. Such experience and expertise could and should be tapped. A study has shown that older adults in Singapore do want to have the opportunity to teach and guide younger workers.

The purpose of this course is to equip older workers with the skills and knowledge to serve as mentors to younger and / or newer staff.

Target Audience

Older workers aged 50 years and above who could be trained to serve as mentors

Objectives

At the end of the course, participants will :

- Better understand themselves and their mentees, their personalities, strengths, abilities, skills, socio-cultural background, etc
- Understand components for developing key interpersonal competencies, communication and basic counselling skills
- Be able to apply these knowledge and skills to become more effective mentors

Brief Course Outline

- Mentoring, coaching and counselling : Similarities and differences
- Mentoring process, principles and skills
- Communication skills
- Counselling process and basic counselling skills
- Self-awareness : Issues and concerns in late life
- Self-awareness : Age-associated physiological and psychological changes
- Self-assessment : Beliefs and assumptions about others
- Understanding your mentoring styles
- Other awareness : Understanding your mentees
- Understanding your mentees' learning styles

Methodology

- Lectures
- Videos
- Case discussions
- Quizzes
- Role-plays & role rehearsals
- Experiential exercises
- Skills training

Course Duration

Five days, one day a week

Course Fees & Registration

For more information or registration, please contact :

Centre For Seniors

Tel : 6478-5010

e-mail :

jim.then@centreforseniors.org.sg

Training Venue

The training can be conducted at the client's premises or at :

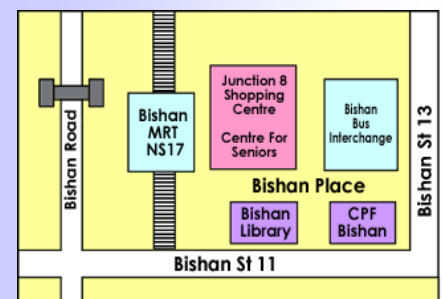
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