



Cygnus mentoring and professional development
“Introduction to Mentoring...Making Mentors in Medicine”
A one-day introduction to the art of mentoring.
Thursday 29th September 2005 – Royal Society of Medicine, London.

Context

Mentoring has become increasingly used in organisations to help develop the people in the workplace. It is useful for the individuals as they feel valued at work and enables them to manage their careers in a really effective way. At the same time it enriches the organisational environment with a well motivated and efficient workforce. This mentoring workshop provides an introduction to the process of mentoring and gives participants a deeper understanding of how it may impact on the individual and the organisation.

Participants

We have designed this programme with doctors, nurses, health care professionals and managers in mind. It will be particularly useful for all those who have a mentoring role or who are thinking of setting up a scheme within their organisation. Those involved in the training and support of people in the private or public health sector and who would like to develop would benefit from this interactive introduction to mentoring.

Aims and objectives

At the end of the workshop, participants will have a good overview of the process of mentoring and a grasp of some of the underpinning theory. You will have been able to explore the qualities and skills that make a good effective mentor. The practical sessions will give you a chance to try out these skills and see how really effective they can be within the developing relationship of mentoring.

Learning environment

Our tutors will draw on the experience of the group to develop an understanding of the process of mentoring. There will be input from tutors to outline theory and structure and the practical sessions will enhance the learning. As with all mentoring confidentiality is a prerequisite. Others have found our courses both fun and informative.

Assessment and evaluation

There will be no formal assessment of this one day programme, but participants will be encouraged to fill in their own self-assessment form for their own consumption or for discussion with colleagues. Participants will evaluate the course to ensure that the course is of high standard and to suggest changes for future workshops.



Programme

9.00-9.30	Arrival and Registration
9.30-10.15	Introductions Ground rules Aims and Objectives The context of mentoring
10.15-11.0	What is mentoring? The ideal mentor The mentoring relationship
11.00-11.15	Coffee or Tea
11.15-12.30	Issues in mentoring The role of the mentor The skills and interventions of the mentor
12.30-1.0	A model for change
1.00-1.45	LUNCH
1.45-2.30	Practical Session 1
2.30-3.15	Practical Session 2
3.15-3.30	Tea or Coffee
3.30-4.15	Practical Session 3
4.15-4.45	Reflections The way forward Self-assessment Evaluation
4.45	DEPART



BOOKING FORM

Yes I would like to attend the 1 day workshop 'Introduction to mentoring - Making Mentors in medicine' on Thursday 29th September 2005 at The Royal Society of Medicine, London.

Course Ref: RSMIM-01

Delegate Details:

First Name:

Surname:

Title: Dr / Prof / Mr / Mrs / Ms / Miss (please delete as appropriate)

Position:

Organisation:

Address:

.....

Postcode:

Telephone: Ext:

Fax:

Mobile:.....

Email:.....

Fees:

I enclose payment of £148.50 + (VAT £31.50) Total = **£180 (inclusive of VAT)**

Please make cheques payable to: Cygnus Mentoring & Professional Development

Signed: Date:

(Bookings are not valid unless signed, fees must be paid in advance of the course)

Please send payment along with this signed booking form to:

79a High Street, East Grinstead, West Sussex, RH19 3DD

Once we receive your application we will send you confirmation of your booking.

Where did you hear about us/this course?

Direct email Post Website Postgraduate centre Other (please state):.....

Enquiries

If you have any questions about registration or payment, or require further details of the course, please call **Caroline Harborow** on: 01342 321 172 or via email: caroline@cygnusmentoring.co.uk you can also fax the form to: 01342 32 11 99

Terms & Conditions

We reserve the right to alter or cancel the event due to circumstances beyond our control. Please note the programme is subject to change.

Cancellations

Cancellations can be made by telephone, but must be confirmed in writing. Please quote the appropriate course code **RSMIM-01**. Cancellations before 29 August are subject to a 10% administration fee. We regret that after this date we cannot give refunds, although a substitute delegate is welcome.