

## MENTORING PARTNERSHIP WORKSHOPS - Trainer Certifications

The Mentoring Program provides certification training for all team members who desire to conduct the Mentoring Partnership Workshops.

There are two levels of certification available:

### **First Level**

Completion of the two day Certification Training provides the participant with the basic understanding of the total workshop design and its components. It provides a forum for learning and demonstrating competence in co-conducting the *Introduction to Mentoring Workshop*.

### **Masters Level**

This certification is given to those who have demonstrated competence in the following areas:

- Certified in the *Introduction to Mentoring Workshop* and developed the capacity to co-facilitate the Advanced Workshop of the Mentoring Partnership training.
- Participated on a Mentoring Program Coordinating team and implemented a complete Mentoring Program for a full cycle.
- A Masters Level certification is required to make changes in the basic program's design or content of workshop materials.
- A person with a Masters Level certification may certify others within their business or agency unit and organization.

### **Basic Certification Process:**

1. Familiarization with the Mentoring Process as implemented within the sponsoring organization.
2. Working knowledge of the workshop materials and handouts.
3. Attendance at two days of the Certification Training conducted by Leadership Technologies or in-house Masters Level Instructor.

### **Facilitator Competencies:**

The certification workshop provides the participant with the following knowledge and skills:

1. Major Features of the Mentoring Program
2. Familiarization with the program components
3. Familiarization with the materials used within each components
4. Ability to conduct the Information Session/Orientations
5. Ability to conduct the Introduction to Mentoring workshop
6. Understanding the critical design features within the workshops
7. Establish the foundation for moving to the next level of certification

## **MATERIALS USED in the CERTIFICATION PROCESS**

**Mentoring Partnership Workshop Workbook**

**Mentoring Training Video**

**Mentoring Partnership Workshop Facilitator Guide**