



Leaders as Workplace Mentor

Fully HRD Corp Claimable Programme



Price
RM700/pax



Target audience
Managers and above



Duration
1 day (7 hours)

Workshop Overview

Mentorship is the most effective way to build leadership skills. Leaders with Mentorship capabilities are way better equipped to build trust with their team, facilitate critical conversation and lead with positive influence.

This practical workshop is designed to prepare your employees to become a better leader through skills such as empathy, relationship building, conflict management, and goal settings.

Learning Outcomes

At the end of the workshop, participants will be able to:

Understand and articulate their own leadership style

Demonstrate active listening skills to build trust

Demonstrate constructive feedback practices

Apply conflict management techniques to a group of people

Apply mentoring conversation framework in the workplace

Training Methodology



Virtual Instructor Lead



Group Sharing



Self Reflection



Role Playing



Pop Quiz



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Learning Module

Introduction

- What is mentoring?
- Who is a Mentor?
- Listen without judgements
- Beware of saviour complex

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Module 1: Who you are as a mentor (your persona)

- Understanding your key strengths and weaknesses with DISC
- What are your personal values?
- Building your leadership persona
- Group sharing

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Module 2: The art of building trust and rapport, fast!

- Setting the right environment
- Using the right language (words and body language)
- Establishing shared interest / shared experience
- Role play

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Module 3: Mentoring conversation framework

- Introduction to mentoring conversation framework - connect, explore, design, and action
- Discovery - Uncovering mentee's circumstances
- Defining outcome - What do we want to achieve by the end of this session?
- Setting goals - Implementing SMART goals
- Action plan - Guide and assist mentee to achieve their career goals

Validated Personality Assessment (DISC)

The PeopleKeys® - DISC report is an online personality assessment based on the DISC Personality System that will provide a 16-page report of your individual style. This report is useful for understanding yourself and others and gives insight into improving communication in relationships.

Trainer Profile



Nicky Tay, is a Certified Transformational Coach, Certified Behavioural (DISC) Consultant and a HRD Corp certified trainer. He is FutureLab resident Mentor Trainer. He designed and implemented Mentorship best practices for the community with over 600+ active mentors. In his training and coaching experience, he has worked with all levels of corporate executives from different industries. He specializes in Career Coaching, Design Thinking model, and Personality Assessment.



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