

Basics of Mentoring

**Value Added Course (VAC) — 1
Four-Year Undergraduate Programme**

Credits: 3

Marks: 50

Course Learning Outcomes

Some of the expected outcomes from learners after the completion of the course include:

- to equip learners with the basic knowledge and practical skills required to become effective mentors.
- to develop an understanding of the principles, techniques, and ethical considerations involved in mentoring.
- to emphasise self-awareness, active listening, empathy, and communication as essential components of successful mentoring.
- to initiate a development of necessary expertise to guide and support others in achieving personal and professional growth through meaningful mentor-mentee relationships.

Unit-1: Introduction to Mentoring

- Mentoring and its significance
- Ethics and Boundaries

Unit II: Developing Self-Awareness

- Understanding one's strength, weaknesses, and biases
- Recognising personal values and beliefs that may impact mentoring

Unit-III: Effective Communication Skills

- Active listening and Empathetic communication
- Providing constructive feedback and encouraging growth

Unit IV: Goal Setting and Action Planning

- Assisting mentees in setting realistic and achievable goals
- Monitoring progress and offering support throughout the process

Unit-IV: Overcoming Challenges in Mentoring

- Identifying common obstacles in the mentor-mentee relationship
- Strategies to overcome communication barriers and build trust

Suggested Readings

W. Brad Johnson , Charles R. Ridley. *The Elements of Mentoring: 75 Practices of Master Mentors*. St. Martin's Press. 3rd Edition, 2018.

Linda Phillips-Jones. *Skills for Successful Mentoring: Competencies of Outstanding Mentors and Mentees*. University of Delaware. Ph.D. 2003.

Linda J. Searby, Susan K. Brondyk. *Best Practices in Mentoring for Teacher and Leader Development (Perspectives on Mentoring)*. Information Age Publishing, 2015.