

## TRAINING OF TRAINERS MENTORING

### MENTORING IN TOT

*Each participant in ToT has the great opportunity to be supported in their “learning path” by a mentor – in practice by one of the three ToT-trainers.*

### WHAT IS MENTORING ABOUT?

- One person helping another to achieve something
- Giving help and support in a way that will empower the mentee to move forward with confidence towards what they want to achieve.
- Creating an informal environment in which the mentee can feel encouraged to discuss their needs and circumstances openly and in confidence with another person who is in a position to be of positive help to them.

As learning mentors we see ourselves neither as “experts on all aspects of training” nor as “therapists” – and certainly not as “examiners”! As learning is a holistic process, the relationship will give time for both professional and private matters as they relate to the participants learning during the entire ToT-course.

### PROCESS OF WORKING:

- 7 mentor meetings are foreseen during the ToT course (1 during sem. 1, 2 between sem. 1 and 2, 1 during seminar 2, 2 between seminar 2 and 3 and 1 during seminar 3)
- Times and dates for the meetings are agreed on during the seminars
- During seminar 1 each participant is appointed a mentor
- Participants will have the same mentor during the whole course
- Mentor meetings in between the seminars will be done by Skype or telephone

### GENERAL RULES:

- The agenda of the meeting is set by the participant
- Although there is sharing between team members regarding the “learning paths” of various mentees, the content of any discussions of a personal nature remains confidential between the mentor/mentee concerned
- Time allocated to mentoring: team suggests around 30 minutes per meeting.

## SETTING THE AGENDA OF A MENTOR MEETING

From our experience, we know that sometimes participants get stressed when confronted with an upcoming mentor meeting. What do I have to say? I don't have a problem – what should we talk about? What is expected of me? Questions of this kind can sometimes block participants from taking full advantage of the great offer of having a mentor – because that's what it is: an offer!

An offer for supporting your learning and professional development as a trainer in this year!

What does this mean in practice for the mentor meetings?

1. It is a chance to reflect, discuss something which happens within the ToT-course – what happened in a seminar; what is going on in your training project team; or to support you with your ToT learning commitments.
2. There is a specific training-related experience, a case, you would like to analyse for you to understand better and learn from it.
3. You read an article, a document from the ToT-library which you would like to discuss.
4. You feel blocked with this self-directed learning approach – a chance to use the mentor meeting for this; to learn more about yourself as learner. In the ToT-Library you can find questionnaires around learning styles and self-directed learning. Why not do one of those and reflect about it together with your mentor?
5. You finally find some time to go deeper into the Trainers Competences (ETS) and assess your trainer competences – good chance to get full attention for it in your mentor talk.

**YES, IT NEEDS TIME AND ATTENTION – THAT'S TRUE!  
BUT PARTICIPANTS WHO HAVE "USED" MENTORING ACTIVELY HAVE EVALUATED IT VERY  
POSITIVELY AT THE END.  
SO, MAKE THE MOST OF THIS OPPORTUNITY!**



**TRAINING OF TRAINERS**  
for ERASMUS+: Youth in Action Projects

**SALTO**  
TRAINING &  
COOPERATION