



# Mentoring Foundation

## EMCC Global EQA Foundation Programme



*CCMI is the trading name of David Clutterbuck Partnership (DCP) and Coaching and Mentoring International Ltd (CMI).*



# 01 Programme Overview



An intensive immersion in the basics of being an effective mentor. Highly practical in approach and content, the programme is also strongly evidence-based, drawing on more than 40 years of research.

## Who is it aimed at?

This programme is aimed at anyone, who wishes to become more effective in their role as a mentor; and in particular at:-

- Anyone wanting to start their journey as a professional mentor
- Anyone already engaged in a mentoring relationship looking to formalise their skill set
- Mentoring programme managers wanting to have a solid foundation for their own practice
- Executives and leaders, who wish to make a career change on retirement.
- Mid-career managers and professionals, who wish to enhance their reputation as developers of talent



# 02 Course Structure



The programme is generally delivered over four webinars over several weeks with a mixture of theory and practical application. Participants are encouraged to practise with mentees and to bring to the programme reflections on their experience. It is supported with extensive manuals and online access to hundreds of practical briefings.

## Part 1:

The origins and purpose of mentoring; how and why it works.

We explore the key roles and competencies of a mentor. We also review how the relationship evolves over time, along with the wide spread of applications of mentoring.

## Part 2:

Core Skills

How to manage the mentoring relationship and conduct impactful, trusting mentoring conversations that stimulate reflection and imagination in the mentee.

## Part 3:

Practice and extended toolkit for each stage of the mentoring relationship

Develop and apply a toolkit of mentoring skills and techniques.  
How to be an effective role model for your mentees.

## Part 4:

Common mentoring situations and how to deal with them.

Further tools and approaches for situations, such as managing ethical dilemmas, helping the mentee build self-belief, and mentoring in the context of diversity and inclusion. We conclude with guidance on how to continue to develop your capability as a mentor.



# 03 Programme Overview



## What you will learn

At the end of this programme you will:

- Understanding the key roles and responsibilities of mentors and mentees
- Deepening the mentoring conversations and evolving relationship
- Develop and apply a toolkit of foundational mentoring skills and techniques
- Be confident in your ability and identity as a mentor, in a wide range of circumstances

## Pre-Qualifications:

At least 1 year in a role associated with 1-2-1 coaching/mentoring – which could be in the context of a management or leadership role.

## Is it recognised by accrediting bodies?

Our Mentoring Programmes are accredited by the European Mentoring and Coaching Council.

**Successful candidates will receive:**

- A certificate of accreditation from CCMI which you can use to claim 35 hours of CPD.
- Automatic recommendation for the EMCC Individual Accreditation EIA (an individual Coach / Mentor level award at Foundation level) from EMCC Global



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# 04 Costs

## Course attendance



### EMCC Global Membership & EIA:

(Paid after course completion directly to EMCC Global)

#### Cost per attendee

**£1,800**  
Per Person

Discounts available for 2 or more attendees booking together

#### EMCC Global Membership

**£150**  
Approximately

Membership fees vary between countries

#### EMCC Global EIA: EMCC Global EIA Foundation

**€120**  
With membership  
**€499**  
Without membership

Valid for 5 years

