

Dakota County Technical College

SMGT 1950: Mentoring

A. COURSE DESCRIPTION

Credits: 1

Lecture Hours/Week: 1

Lab Hours/Week: *.*

OJT Hours/Week: *.*

Prerequisites: None

Corequisites: None

MnTC Goals: None

Learn how to develop a corporate Mentoring program. Analyze corporate cultures to determine what level of support is needed for developing an internal or external Mentoring program. Recognize the differences between mentoring, coaching, managing, and supervising. Learn how to identify, select, train, and match mentees, mentors and coordinators. Develop an action plan that ensures corporate buy-in. Develop a plan for launching your program with support materials and components in place. Develop a system of feedback which incorporates confidentiality. Review and evaluate mentoring programs.

Prerequisite: None.

B. COURSE EFFECTIVE DATES: 01/07/2002 - Present

C. OUTLINE OF MAJOR CONTENT AREAS

D. LEARNING OUTCOMES (General)

1. analyze an organization to determine readiness for mentoring
2. analyze corporate cultures
3. compare and contrast internal and external mentoring programs
4. coordination of a mentoring program
5. develop a plan to ensure corporate buy-in
6. develop a system of feedback
7. ensure confidentiality
8. explain functions of the coordinator
9. identify characteristics of mentees
10. identify employees' readiness for mentoring
11. identify indicators of a mentoring culture
12. identify of mentors
13. identify support systems and materials
14. identify training needs of mentors
15. know the difference between coaching, mentoring, supervising and managing
16. launch a mentoring program
17. match mentees to mentors
18. mentor: Internal/external characteristics of a good mentor
19. prepare a program review and evaluation
20. training, orientation, and confidentiality issues
21. understand the components that go into a mentoring program

E. Minnesota Transfer Curriculum Goal Area(s) and Competencies

None

F. LEARNER OUTCOMES ASSESSMENT

As noted on course syllabus

G. SPECIAL INFORMATION

None noted