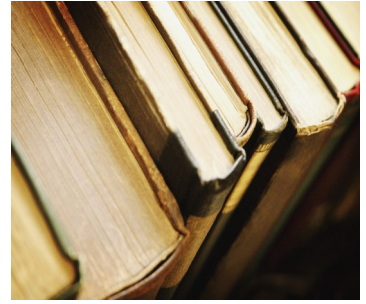


# Making the most of your staff: A practical guide to mentoring



Queensland University of Technology is pleased to offer a course on mentoring, introducing you to the key concepts, principles and strategies involved in establishing and managing a successful mentoring program.

## Course Information

Mentoring has long been recognised as a valuable strategy for personal, professional and career development, yet the type of program needed may differ from institution to organisation. This full day course will step you through the key concepts of mentoring and help you plan a program to suit the people and culture of your organisation.

## Topics Covered

- The strategic value of mentoring in contemporary organisations
- The features of successful mentoring programs
- The roles and responsibilities of mentors and mentees
- Strategies for establishing effective mentoring partnerships
- Resources and activities to support mentoring relationships
- Ways to evaluate the impact of the mentoring program

## Learning Outcomes

- Understand the key concepts and principles of good practice for mentoring programs
- Be able to prepare the business case for a mentoring program
- Know how to plan and design a program to suit your organisation
- Be able to organise workshops and projects to support the development of the participants' understanding and skills
- Understand how to help mentors and mentees make the most of the opportunities of the relationship
- Establish evaluation criteria that will help you measure the results of the program to inform further development



## Course Presenter: Gillian Hallam

Gillian Hallam has a strong interest in career development and over the past decade has managed successful mentoring programs for students and professionals in the library and information sector. Her research work has focused on workforce planning and staff development. Since 2007 she has been project leader for a national project to investigate the use of ePortfolios to support learning and development. Prior to her academic career, Gillian specialised in the field of business and legal information in the corporate sector. She has an active professional life with ALIA and IFLA.

## Course Details

**Date:** 1 November 2010

**Time:** 9am – 4pm

**Venue:**

Gibson Room,  
Level 10, Z Block  
[QUT Gardens Point](#)

**Registration Cost:**  
Standard Registration:  
\$345 (inc GST)\*

Professional Membership  
Registration:  
\$295 (inc GST)\*  
(for members of ALIA,  
ALLA, ASLA and PLA)

\*Terms and Conditions apply

**To Register:**

Online registration and payment via credit card (MasterCard, Visa, Amex) is available through [QUTPay](#).

Visit <https://qutpay.qut.edu.au/Cart/Default.aspx> and select **Faculty of Science and Technology**

For further information please contact :  
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E-mail: [h.partridge@qut.edu.au](mailto:h.partridge@qut.edu.au)



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of Technology**