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Supporting Mentoring and Strengthening Relationships in

Since undertaking the Mentoring programme with ETF, CMN has a toolkit of resources and information for its tutors and assessors. The project built upon this information by creating additional toolkits for employers, consisting of various tasks and resources to enable mentors to develop and implement best practice, and mentees to self-assess and progress both professional and personal development skills. Outputs included the creation of “skills scans” to assess current and future knowledge, the gathering of feedback for development of resources, and quality checks both internally and externally to ensure the resources are future-proofed.

Positive Impact and Expected Outcomes

Toolkit users are now able to self-assess their mentoring/mentee abilities. Through the creation of some of the resources within the toolkit, both employers and apprentices now have a better understanding of the relationship model and their respective roles and responsibilities. Better communication between the apprentice and their employer will in time improve their wellbeing, this is now monitored on the latest skills scan created, which also maps the KSBs for their apprenticeship standards. This forms a solid link between the academic studies and the occupational competency moving forward.

We found an improvement in the wellbeing and motivation of apprentices after completing the tasks within the toolkit alongside their relevant manager. We also found that the toolkit helps managers to better understand apprentices’ thoughts, feelings, and ways of working. This enabled them to build stronger relationships and therefore were able to work better together and support each other in the workplace.

Toolkit engagement (total n = 32):

- 15 used the Mentor Toolkit
- 17 used the Mentee Toolkit

Knowledge of mentoring before and after using the toolkits (respondents n=20)

75% of respondents had very low, or low knowledge of mentoring before the toolkit, which was reduced to 15% after the use of the toolkit.
 0% of respondents had high, or very high knowledge of mentoring before the toolkit, which increased to 70% after using the toolkit.

Table displaying the numbers knowledge before and after:

	Very Low	Low	Neither high nor low	High	Very High
Before	9	6	5	0	0
After	2	1	3	5	9

84% (total n=32) of respondents feel their relationship with their mentor/mentee has improved since using the toolkit.
 80% (total n=30) of respondents feel more comfortable in asking questions and seeking support since completing the toolkit.



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