

## Kickstart & Strengthen Your Mentoring Program

*Great value for 3 intensive  
days of training!*



**This three-day workshop will provide you with the knowledge and tools you need to run a SUCCESSFUL youth mentoring program.**

*Numbers at this very popular training are **STRICTLY LIMITED** to 50 so be sure to get in early. The training will be conducted in groups of 25.*

**When:** Tuesday 27 to Thursday 29 March 2012  
Registration desk opens at 9.00 a.m.  
Event commences at 9.30 a.m.  
Concludes 3.30 pm. on Thursday

**Location:** Mercure Brisbane  
85-87 Quay Street  
Brisbane Qld 4003

**Cost:** \$595 Early Bird\*  
\$650 Standard (until 16 March 2012)

**What you get:**

- Training by experts from the mentoring sector
- The **NRGize Resource Pack** containing everything you need to build a quality program in line with the Australian Youth Mentoring Benchmarks
- Welcome Reception- networking opportunity
- Morning/afternoon tea and lunch

Go to [www.youthmentoring.org.au/nrgize.html](http://www.youthmentoring.org.au/nrgize.html) to book your ticket.

### WHY NRGize?

NRGize is Australia's only comprehensive training package for mentoring program staff

- ✓ Focused on youth mentoring
- ✓ Highly regarded in the sector
- ✓ Developed and trialled by practitioners over a number of years

### About Us

The Australian Youth Mentoring Network (AYMN), Australia's peak mentoring body, is a national hub for youth mentoring research, tools and resources. The AYMN works with interested organisations and practitioners to foster the growth and development of high quality youth mentoring programs for young people in Australia by providing a national base of collaboration, support, guidance and expertise.

**For more information visit our website – [www.youthmentoring.org.au](http://www.youthmentoring.org.au)**

\* Early Bird special finishes on **12<sup>th</sup> February 2012**. \*\* The regular price for a ticket is \$650. \*\*\*A late registration fee of \$50 applies after **16<sup>th</sup> March 2012**. \*\*\*\* Transfer of delegate attendance will be permitted only within the same organisation and on agreement with the conference organisers. \*\*\*\*\* Cancellation must be made in writing. Refunds of registration fees will be made only if we receive your notification before **16 March 2012**. A cancellation fee of \$150 will apply.

## Workshop Core Module Information

### Introduction to Youth Mentoring

During this session, participants will be introduced to the different mentoring models in Australia, learn how to distinguish between coaching and mentoring, and understand the benefits and pitfalls of youth mentoring. Participants will be introduced to the different mentoring terminology used in mentoring research literature and learn about the essential components involved in setting up a successful mentoring program.



### Module 1 Designing and Planning a Youth Mentoring Program

During this session, participants will identify the steps required to design, conduct and implement a tailored community needs assessment for their community, learn how to interpret the results of the assessment and apply these to the program planning process, apply the findings from the mentoring research to design successful evidence based youth mentoring programs, and formulate a timeline of how the program will be implemented.

### Module 2 Evaluation and Monitoring

During this session participants learn how to define concrete, measurable outcomes for youth in their program, examine data-collection strategies, learn how to measure the quality of the relationships between mentors and youth in their program and explore the uses they can make of their outcomes findings.

### Module 3 Governance and Management

During this session participants will examine the roles and responsibilities of a mentoring program management team, learn how to recruit an advisory group to assist with the management of the program, discover the essential components required to assemble a comprehensive policies and procedures manual, identify how to assess potential risk factors and calculate the steps required to mitigate these risks.

### Module 4 Recruiting Mentors and Mentees

During this session participants learn how to develop a mentor position description which defines the qualifications and attributes required of mentors to create successful mentoring relationships, identify characteristics of the target market and formulate a plan to attract specific mentors, identify the key characteristics of the mentees required for your program and formulate a customer orientated intake process that supports mentors through the recruitment process.

### Module 5 Selection and Screening of Mentors and Mentees

During this session participants will explore how to develop clear selection criteria against which all mentors will be measured in the recruitment process, identify the essential components required to develop a comprehensive application process, examine the importance of screening mentors for both suitability and child protection, design an interview process which will help screen mentors for suitability and safety issues and develop a clear policy for managing the process of informing unsuccessful applicants.

### Module 6 Orientation and Training

During the session participants will examine the components of a successful mentor orientation session and mentor training session and construct a comprehensive training program outline for volunteer mentors.

### Module 7 The Match

Participants in this session will learn how to develop matching criteria, create a matching process with an emphasis on the mentee's perspective; develop suitable support and monitoring strategies that minimise risk and encourage strong mentoring relationships, create an ongoing training strategy, and develop a comprehensive exit strategy that minimises potential risks to the organisation.

### Elective Session Information

During the NRGize Workshop, participants will be able to attend two elective sessions in addition to the 7 core modules. The elective options for 2011 are:

#### Elective Option 1: Sustainable Programs

During this session participants learn how to compose a comprehensive budget that will shape the funding and sustainability plans, compose a diverse resource management plan, and construct a sustainability plan that ensures the mentoring program is embedded in the local community.

#### Elective Option 2: Train the Trainer – Mentor Training and Facilitation

During this session participants examine the characteristics of adult learners, learn effective approaches for facilitating training workshops, practice developing training activities for new mentors; and explore the importance of reflection for strengthening their skills as facilitators.

#### Elective Option 3: Building Relationships

During this session, participants examine the critical importance of strong communication skills for mentors, participate in activities focused on 'active listening', 'value differences' and how these can impact on relationships and on approaches that mentor should use to develop a successful relationship with their mentee. Participants will practice and explore the usefulness of role-plays as a tool to help mentors develop communication skills.

#### Testimonials from previous attendees

*"Loved it all! Great energetic trainers and lots of valuable info to be digested"* – NSW Delegate

*"The concept is excellent - I would think that for people starting out this is a brilliant workshop"* – WA Delegate

*"I enjoyed it all. The group activities, conversations, sharing ideas and all the resources"* – VIC Delegate

*"Excellent value – three full days of useful information"* – NSW Delegate

*"Great to meet other people doing the same program"* – SA Delegate

### Workshop Program

#### Day 1 – 27 March 2012

9:00 - 9:30	Registration
9:30 - 10:30	Welcome to Country Introduction to Mentoring
10:30 - 10:50	Morning Tea
10:50 - 12:50	Session 1
12:50 - 1:30	Lunch
1:30 - 3:30	Session 2
3:30 - 3:45	Afternoon tea
3:45 - 5:00	Elective 1



#### Day 2 – 28 March 2012

9:30 - 11:30	Session 3
11:30 - 12:10	Lunch
12:10 - 2:10	Session 4
2:10 - 2:30	Afternoon Tea
2:30 - 4:30	Session 5
4:30 - 5:30	Networking Event

#### Day 3 – 29 March 2012

8:30 - 10:30	Session 6
10:30 - 10:45	Morning Tea
10:45 - 12:45	Session 7
12:45 - 1:30	Lunch
1:30 - 2:00	Australian Youth Mentoring Network
2:15 - 3:30	Elective 2

## How to get the most from the workshop?

If you have already begun planning your program or are currently running a program, you may like to bring along some of your program resources. These can be used in the sessions to personalise your learning and help you keep track of the modifications you may like to make after the workshop.



Suggested resources to bring along include:

- A summary of how the program will operate
- A copy of the program guidelines
- Marketing guidelines
- Outline of your mentor training program

## Frequently Asked Questions

### What if I cannot attend one of the days?

Should a situation arise where you cannot attend one of the days please contact us on 0410 482 585 either via text or leave a voice message with your name and contact details.

### Can I get a refund if I cannot attend?

Refunds will only be given to those who cancel before **16 March 2012** and a \$150 Cancel fee will be applied. Cancellations must be received in writing. No refunds will be given for cancellations that occur after this time or for people who do not attend on the day.

### I have a special dietary requirement can you cater for me?

If you have a special dietary requirement you must let the AYMN know via your online registration form.

## Venue

The Mercure Hotel, 85-87 North Quay, Brisbane  
Tel: (07) 3237 2300 [www.mercurebrisbane.com.au](http://www.mercurebrisbane.com.au)

## Getting there

### From the airport:

It is approximately 25 minute drive, about \$45 by taxi. AirTrain offers a regular 20 minute express service to the city for approximately \$13.

### Travel by bus or train

The nearest train station to the Mercure Brisbane is Roma Street, a 10 minute walk down George St, then Turbot St to the venue.

### Travel by Ferry

The Mercure is 50 metres from the Citycat Ferry stop.

## Parking

The car park entrance is located on North Quay on the right hand side of the hotel, next to the hotel driveway. There is no direct access to the venue from the car park.



## Accommodation

The Mercure Hotel is offering a discount of 10% on the best available rate at the time of booking. Delegates need to quote THE260312 when making the booking to get the 10% discount.

Alternatively, you can book accommodation at any other hotels in Brisbane via [www.wotif.com.au](http://www.wotif.com.au)

Co hosted by:



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