Mentor Program Implementation

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**Description of the Scope and Purpose**

A formal mentoring program is a complex activity in an organization which entails the support and encouragement of employees to manage their learning with the aim of optimizing their potentials, improve their performance, and develop their skills and facilitating them in becoming the people that they want to be. This program involves focusing on the employees, understanding their specific needs and circumstances, and enriching them with the necessary skills to support their progress. This program increases the commitment of employees and their job satisfaction. It is a need analysis that entails the identification of the milestones for the training the course of employment that is related to mentoring. The need assessment will involve the gathering of information both at personal and organizational levels to examine the scope of the program.

The purpose of the program is to design and implement a mentoring program with the aim of supporting the practitioners in career development and the necessary skills in their professions. It focuses on the career development of the professional and increases their job satisfaction, which includes decreasing employees' turnovers. The program aims at benefiting the organization by optimizing the contribution of the employee to the achievement of missions and visions of the firm. It aims at supporting the mentees in learning their roles and developing their relationships across the firm. The program is also a demonstration that the firm is devoted to pursuing its business missions by preparing mentees to greater responsibilities as they develop their careers.

**An Outline of the Action Plan**

* Selection of the developmental area such as the consideration of the relationship between the mentee and the mentor, selection of the skills and competency or behavioral areas
* Creating developmental objectives and development of SMART goals to explain the desired outcome
* The creation of mentoring actions, where the mentor and the mentee should identify various specific activities that will be undertaken to attain the developmental goals
* Listing support mechanisms where the mentor identifies and list the required support to optimize the implementation of the developmental activities. It can incorporate other employees, monetary resources and time.
* Timing and milestones will involve the mentor and the mentee selecting a suitable deadline for the conclusion of each developmental activity. This stage may also include the setting of the overall deadline for the completion of the development in a target area.
* Examining the criteria for success will entail the mentor and mentee identifying criteria and methods for evaluating success.

**Unique Organizational Factors**

Among the unique organizational factors to the implementation of this program is the inadequate resource. This factor may be in the form of expertise, monetary or infrastructural resources. Mentoring program involves extensive research in assessing the need of an organization and implementing the program and therefore requires adequate investment in resources. This challenge can be addressed by ensuring that the organization is adequately prepared with a well-defined plan. It should have processes that outline the purpose of the program and explanations for every step of the plan.

The program may be faced by lack of willingness from different stakeholders. The leadership may fail to provide adequate support because of the perception that the impacts of the program are not experienced quickly. This challenge may be addressed by the identification of measurable metrics to examine the success of the program. The organizational objectives should be identified clearly, upon where they should be aligned with the strategies of the firm. Besides, metrics of success to prove mentoring training should be indicated and adhered to with seriousness.

**Leadership Theories and Concepts**

The program will involve the leadership concept of effective communication. This concept is paramount especially between the mentor and the mentee in examining the effectiveness of the program and in addressing emerging issues during the process. It will involve the mentors in assisting the mentees in understanding the overall business strategy and examining the factors that contribute to the achievement of organizational objectives. The program will, therefore, be implemented by technically proficient mentors, who have adequate familiarities with the organization and its goals.

Participative leadership theories can also address the program. The approach suggests that an effective leadership style incorporates various factors. The leaders advocate for participation and contribution from other members of the group and assist members in identifying their skills. It involves making the mentees replenish their commitments to the process of decision making. The theory will apply to this the mentoring program because it provides the leaders with the freedom to allow the contribution of others.

The mentorship program will be examined through transformational leadership. This leadership theory results in mutual elevation and stimulation that prepares followers into leaders or moral agents. In the context of the mentoring program, the leaders will align the mentees with their self-interests in the process of development. The mentors will indulge in self-sacrifice to address the needs of the mentees.