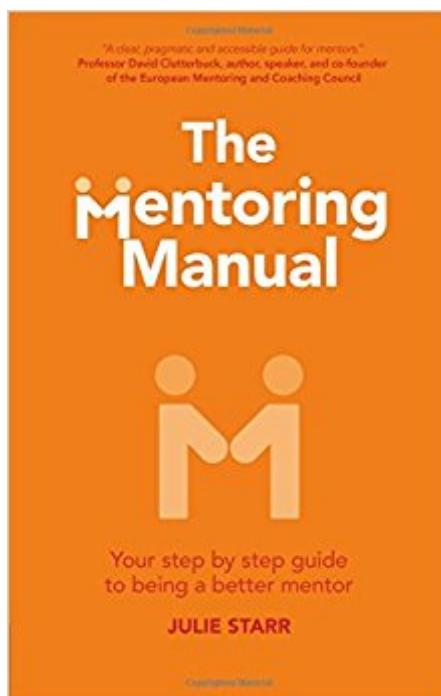


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# The Mentoring Manual: Your Step By Step Guide To Being A Better Mentor



## Synopsis

As a mentor you must be many things: role model, expert, advocate, cheerleader, enforcer and friend. Plus you must make a positive, lasting difference to the knowledge, skills and prospects of your mentee. So, being a mentor is a big responsibility. But with The Mentoring Manual, getting it right is easy. Based on methods developed - and proven in business, this highly practical book will show you how mentoring works, take you step-by-step through everything you need to know and do, and show you how both parties can get the best from the relationship.

Understand what mentoring really is and how to do it well. Feel fully confident in your ability to be a great mentor. Develop key skills like listening, collaboration and coaching. Help your mentee feel more knowledgeable, confident and valued. Pass on your skills, experience and expertise to colleagues and contacts. Get the most from mentoring: help your mentee, develop your skills and make a positive difference. A breath of fresh air compared with many books on coaching and mentoring. The process of mentoring and the potential pitfalls are presented in a clear and challenging way.

• David Megginson, Emeritus Professor of HRD, Sheffield Hallam University

• A clear, pragmatic and accessible guide for mentors.

• Professor David Clutterbuck, author, speaker, and co-founder of the European Mentoring and Coaching Council

## Book Information

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Julie Starr an executive coach, writer and speaker and the owner of Starr Consulting; a leading provider of coach and mentor training, which works internationally and across cultures. She is the author of two successful books on coaching, *The Coaching Manual* and *Brilliant Coaching*, both by Pearson.

I found the advice in this book to be excellent. The author uses a down-to-earth style and a practical approach to issues involving mentoring. She has a structured method she recommends to develop the relationship between mentor and mentee. She emphasizes the importance of equality in the relationship between the two parties so that open communication can result. The value of trust, and how to nurture it, is also emphasized. I liked the checklists and chapter summaries, which reinforced my learning. She gives the reader access to the tools she uses in her consulting business, which are valuable resources. Highly recommended for anyone who wants to become a proficient mentor.

Each chapter in this book begins with an inspiring quote. It outlines exercises, tables, hints and tips, reflection questions, story teller, check list, and summary at the end of each chapter. The language

is simple, and is in conversational tone. It is a well researched book with in-depth knowledge about mentoring. It is useful for educators, scholars, learners, and leaders. Enjoy reading this book!

Very practical guide on how to become an effective mentor. I am also reading Starr's book on Coaching and this book helped me to not only understand the difference between coaching and mentoring, but gave practical guides on the process. Nice, easy to follow structure.

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