

Mentoring Seminar

Passing it on

20 September 2011

Crowne Plaza Johannesburg – The Rosebank



PARTICIPATING ORGANISATIONS



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The popularity of mentoring is on the increase as organisations are adopting mentoring as a method for employees to learn, grow and develop. More organisations are recognising mentoring as a time-efficient and cost-effective prospect with positive outcomes. It is a powerful tool to enable individuals to advance in their careers. Furthermore, organisations that invest in mentoring programmes are often recognised as the best places to work.

Knowledge Resources is presenting a **Mentoring Seminar** on 20 September 2011 at the Crowne Plaza Johannesburg – The Rosebank. This seminar will feature professionals in the field of mentoring who will share best practices for implementing and managing mentoring programmes in your organisation, ensuring greater return on investment.

REGISTRATION FEE

R 4 400.00 including VAT

The above registration fee includes lunch, refreshments, parking and seminar material.

SPECIAL OFFERS

- Register three delegates and the fourth delegate attends FREE of charge!
- Special discount for registered NPOs, small businesses (30 or less employees) and full-time lecturers at universities/colleges/schools – contact us for more information!

ABOUT KNOWLEDGE RESOURCES

Our focus is to bring you high-quality conferences, seminars and skills-building workshops that will add value in terms of knowledge and skills. The aim is to provide extremely good value for the time and money clients have invested.

Our expertise lies in knowledge about the various disciplines within business and management as well as the knowledge needs of the tertiary, public and private sectors. Event topics are carefully selected to cater for South African needs, without discarding international standards.

Our event titles are researched, practical and case study-related, ensuring we bring our clients up-to-the-minute information, at the same time providing first-rate networking opportunities with leading business colleagues and executives. We surpass on providing our clients with a business knowledge experience!

TRAVELING TO JOHANNESBURG...

Crowne Plaza Johannesburg – The Rosebank is a modern and stylish Johannesburg hotel and is only 30 minutes from O.R. Tambo International Airport. The hotel is ideally located for business travel.

Crowne Plaza Johannesburg – The Rosebank is offering delegates who are attending a Knowledge Resources event discounted accommodation rates. To book your accommodation at a discounted rate, please mention the event's name that you are attending and the date/s.

Tel: 0861 747 7444/ +27 (11) 448 3600 Fax: 0861 447 1261/ +27 (11) 4483735
E-mail: reservations@therosebank.co.za Web: www.therosebank.co.za



SETA ACCREDITATION

Many of our delegates enquire after our accreditation status. There is a misguided opinion that organisations can only claim their levies back if they use accredited training providers only. This is not entirely correct. In the Government Gazette (No.20865 of 7 February 2000), it clearly states that the Skills Development Levies Act provides for recovery of a levy payment based on the submission of Workplace Skills Plans (WSPs), Workplace Skills Implementation Plans (WSIPs), and the submission of the names of Skills Development Facilitators (SDFs), and not on the basis of making use of accredited providers or NQF-aligned training and development events only.

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PROGRAMME

07:30 – 08:30	Registration and welcome refreshments
08:30 – 08:45	Opening remarks by the chairperson
08:45 – 09:30	Case study The business case for mentoring <i>Niel Steinmann, Managing Director, People's Dynamic Development</i> <ul style="list-style-type: none">• Structured versus informal mentoring! The latest thinking• What is the true business case for mentoring?• Examples of different business cases for mentoring
09:30 – 10:15	Mentoring for accelerated career development <i>Dr Hilary Geber, Centre for Learning, Teaching and Development, University of the Witwatersrand</i> <ul style="list-style-type: none">• Is mentoring only for high fliers or is it a free-for-all?• Does mentoring contribute to social and organisational transformation?• Women and career development• South African career development and mentoring studies
10:15 – 10:45	Linking mentoring programmes to organisational strategy <i>Christine Botha, Managing Member, Business Resource Development</i> <ul style="list-style-type: none">• Unpacking the organisation strategy to defining a clear mentoring goals• Executive buy-in and participation• Structure, process and participants in the mentoring process• Monitoring and evaluation
10:45 – 11:30	Role of mentoring to support talent management <i>Lynn Vermaak, Mentoring Coordinator, Training Manager and Facilitator, CSIR</i> <ul style="list-style-type: none">• The case for mentoring in a scientific and research environment• The cross-cutting nature of mentoring in growing and developing the talent pool• From co-ordinator to business partner• The critical success factor: the Definitive Competence Model within the Career Development Plan
11:30 – 12:15	The critical factors for making mentoring work <i>Donald Mafomane, Managing Member, Phungwayo People Development Resource</i> <ul style="list-style-type: none">• The need for mentoring• Critical factors facing mentors• Critical factors facing protégés
12:15 – 13:15	Lunch
13:15 – 14:00	Mentoring 2.0 <i>Jackie Wilken, Coach and Consultant: Leadership Development and Part Time Lecturer: Coaching, University of Witwatersrand Business School</i> <ul style="list-style-type: none">• Solving the cost conundrum• Ensuring generation readiness of programme• Avoiding school fees by skilful design
14:00 – 14:45	Managing mentoring programs effectively <i>Penny Abbott, Partner, Clutterbuck Associates South Africa</i> <ul style="list-style-type: none">• Many organisations report disappointment with what their mentoring programmes deliver - they often wither and die after an enthusiastic start• The reasons for this lie in some fundamental flaws in programme design or implementation• There is also very little networking between managers of mentoring programmes, so that information on what does or doesn't work is seldom passed on• This presentation will present valuable and practical lessons which can help organisations set up an effective mentoring programme, or can help to resuscitate or improve an existing programme
14:45 – 15:00	Quick leg stretch
15:00 – 15:45	Key criteria to evaluating mentoring programmes <i>Vuyo Temba, Mentor Manager, Allan Gray Orbis Foundation</i> <ul style="list-style-type: none">• The evaluation of a mentorship programme involving university students/ young people• When does the evaluation start and when does it end, if ever? - Evaluation at different levels/ times of the programme• Challenges to evaluation methods of different mentorship programmes
15:45 – 16:00	Closing remarks by the chairperson

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ABOUT OUR SPEAKERS



Niel Steinmann, *Managing Director, People's Dynamic Development*

Niël is a specialist business consultant with extensive experience in the Human Resources field. He is a registered Industrial Psychologist. He is the founding member and director of People's Dynamic Development, a management consultancy that utilises African analogies to develop people and organisations to significantly increase their performance capacity. As a keen conservationist he started his studies on animal behavior in 1996, with special interest in lions. Since 1998 Niël's close involvement and interaction with more than 30 different lions have provided him with valuable insight and knowledge on animal behavior. This unique combination of knowledge, skills and experience has affirmed Niël as a recognised consultant in Southern Africa with an impressive client record. His clients include a list of notable South African & International companies. He is also a regular speaker at local and International Conferences. He has been consulting with Exco teams on Leadership, coaching and strategy.



Jackie Wilken, *Coach and Consultant: Leadership Development and Part Time Lecturer: Coaching, University of Witwatersrand Business School*

Jackie is an ICF accredited coach and consultant in the field of leadership development and a part-time lecturer in coaching at the University of Witwatersrand's Business School. Previously she has spent over 10 years in leadership positions in the financial services industry where she has been recognised for excellence in the fields of general management and strategy development. Her approach is integral, systemic and strategic in that it ensures that leaders are geared to deal with complexity on both a personal and organisational level. What sets Jackie's work further apart is her commercial acumen and the pragmatism derived from her experience in the corporate world. Jackie's interest in mentoring as a mode of skills transfer lies therein that in addition to transferring skills of a technical and transactional nature, mentorship is designed to help transfer other more tacit forms of skills such as judgment and acumen.



Christine Botha, *Managing Member, Business Resource Development*

Professional, skillful and culturally aware, Christine offers 23 years of multifaceted experience in human capital positions across a wide range of industries. Her business demeanor is based on strong ethics, transparency, commitment and collaboration, with a focus on building lasting relationships based on integrity and accountability. Christine's motto is to maximise return on people investment by adding value and making a significant contribution within the human capital management field as generalist, specialist, consultant or mentor.



Lynn Vermaak, *Mentoring Coordinator, Training Manager and Facilitator, CSIR*

Lynn's driving force in life is her passion for people development. She started her career in facilitating development in communities, and was appointed by the CSIR to develop, research and manage SA's first community-driven traffic safety initiatives. She worked across SA with different communities, developing and researching behaviour change models that resulted in key partnerships with DFID, the WB, the private sector and the government. She was further appointed by the CSIR to revamp the Onboarding and Mentoring Programme. Lynn currently grows and develops scientists and researchers to become leaders in science. Other key responsibilities include the management of the Learning, Leadership and Innovation Academy (CILLA), which supports the growth and development of employees through blended learning. She has a Masters in Social Science, is a qualified Trainer and an accredited Wholebrain (NBI) Practitioner and Trainer.



Dr Hilary Geber, *Centre for Learning, Teaching and Development, University of the Witwatersrand*

Hilary is an Industrial Psychologist with a PhD from the Graduate School of Public and Development Management at the University of the Witwatersrand. Since 1998, Hilary has worked at Wits in the Centre for Learning, Teaching and Development, specialising in transformational staff development, mentoring and coaching and has directed large mentoring projects like the Dr T W Kambule Growing Our Own Timber Mentoring Programme, an equity development programme for black academics. Since 2007 she has directed the Research Boot Camp coaching programmes in several Faculties for accelerated PhD completion and increasing publication outputs of staff. She is a certified Results Workplace coach and has a certificate in Leadership coaching from the Wits Business School. In 2009, she was appointed to the editorial board of The International Journal of Evidence Based Coaching and Mentoring and reviews articles for publication in the journal. Hilary's publications include 12 articles in peer reviewed journals; two chapters in international books; a book in South Africa on mentoring for the local market; she has presented reviewed papers at 13 international and 16 national conferences.



Donald Mafomane, *Managing Member, Phungwayo People Development Resource*

Donald Mafomane is a diplomate from the Institute of People Management (IPM) and a graduate from the University of Cape Town, Graduate School of Business (UCT). He is registered as Chartered HR Practitioner and Mentor with the South African Board for People Practices (SABPP). He has written a chapter for an HR book, "Wisdom from Mentors". Donald has worked for Johannesburg Consolidated Investments group of companies (JCI), which is today called Anglo American, for twenty years. The last three years of his time at JCI he was a Human Resources Manager. He is currently the Managing Member at Phungwayo People Development Resource (PHUNGWAYO); the company he established since 2000.



Penny Abbott, *Partner, Clutterbuck Associates South Africa*

Penny Abbott uses her experience in management and leadership development, gained during her long and successful career in Human Resource Management, as the basis for her consultancy work in the field of coaching and mentoring. She is a founding Partner and Director of Clutterbuck Associates South Africa, a leading consultancy in the support of organisations' coaching and mentoring programmes. She has a M. Phil from the University of Johannesburg in Human Resource Development and is engaged in doctoral research at the same institution. She is actively involved in Coaches and Mentors of South Africa and works in the Research & Definitions Committee as well as leading the Mentoring Special Interest Group.



Vuyo Temba, *Mentor Manager, Allan Gray Orbis Foundation*

Vuyo is a Registered Clinical Psychologist with over 17 years work experience gained from different fields. She is currently working with the Allan Gray Orbis Foundation where she is responsible for the coordination and management of their Mentorship Programme - which is a flagship of the Fellowship Programme. Through the Mentorship Programme, Fellows have the opportunity to develop their core principles and values, to become more aware of their "self" and to understand the goals of the community. In her role as the Mentor Manager, she is responsible for both the strategic and operational aspects of the Programme, from determining the strategic direction of the Mentorship Programme to sourcing and building relationships with high impact leaders in the different fields who then provide wisdom and extensive life experience to the students as Mentors. Vuyo has also built her competencies in human resource and organisational development (ranging from recruitment, selection, strategic human resource management, performance management, industrial relations), people management, project management, general management and finance, employee wellness and counselling. She still sees clients at her private practice, offering a wide range of services including individual and couple therapy, assessments and consulting on wellness services. She has also served on the panel of experts in the selection, profiling and debriefing of candidates taking part in the Big Brother Africa, Survivor and Rivals in Romance series and been featured as a guest on SABC's 3 Talk with Noleen.

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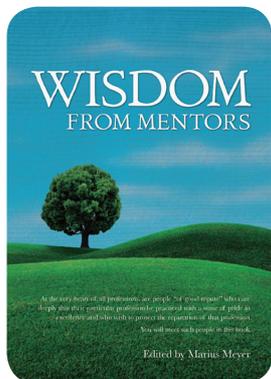
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Brand new **books** and other titles from **KNOWLEDGE RESOURCES**



WISDOM FROM MENTORS

Edited by Marius Meyer

The purpose of the book is to share the wisdom of SABPP mentors with the wider HR and business community in order to enhance professionalism in the field of HR Management by means of mentoring relationships.



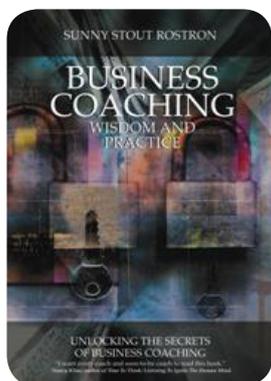
HUMAN CAPITAL TRENDS

NEW

BUILDING A SUSTAINABLE ORGANISATION

Edited by Italia Boninelli and Terry Meyer

Based on the HR Survey 2010 conducted by Knowledge Resources

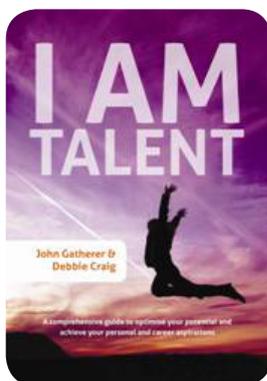


BUSINESS COACHING

WISDOM AND PRACTICE

by Sunny Stout Rostron

What every business coach needs to know for the South African marketplace today



I AM TALENT

NEW

A COMPREHENSIVE GUIDE TO OPTIMISE YOUR POTENTIAL AND ACHIEVE YOUR PERSONAL AND CAREER ASPIRATIONS

by John Gatherer & Debbie Craig

Think of this book as your own personal coaching manual

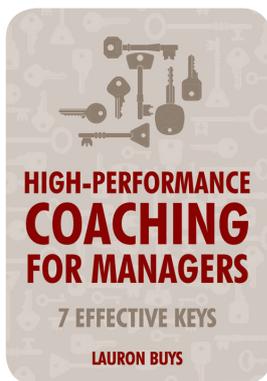


COACHING LEADERS

7 "P" TOOLS TO PROPEL CHANGE

by Dr. Caren Scheepers

Coaching Leaders endeavors to assist coaches and leaders to coach their clients or subordinates. The book is a self-help manual for personal growth in leadership effectiveness.

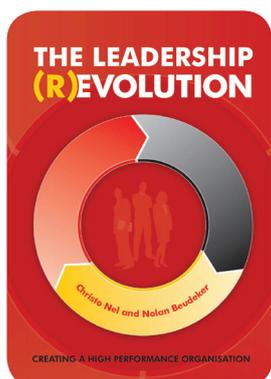


HIGH PERFORMANCE COACHING FOR MANAGERS

7 EFFECTIVE KEYS

by Lauron Buys

A high performance culture should be the norm, not the exception

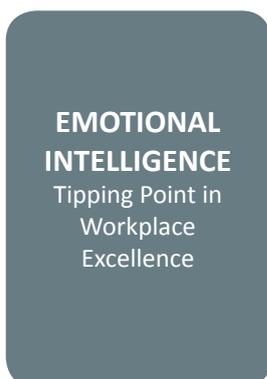


THE LEADERSHIP (R)EVOLUTION

CREATING A HIGH PERFORMANCE ORGANISATION

by Christo Nel and Nolan Beudeker

Using South African case studies and examples benchmarked against global best practices



EMOTIONAL INTELLIGENCE

TIPPING POINT IN WORKPLACE EXCELLENCE

by Dr Annette Prins and Prof Eugene Van Niekerk

Develop a deeper understanding of the effect and advantages of emotional intelligence on own and organisational behaviour

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TERMS AND CONDITIONS

Please note: Payment must be received before the event takes place. Knowledge Resources reserves the right to refuse admission where evidence of payment cannot be shown.

CONFIRMATION OF BOOKING

Please note: If you have not received confirmation in writing, of your booking before the event, please contact us on 011 880 8540 to confirm that we have received your registration.

SOMETHING HAS COME UP AND I CANNOT ATTEND

If you cannot make it to the event, you have several options (the below options need to be received in writing):

- You may send a **substitute** delegate in your place, please inform the Customer Care Department of the new name for registration purposes. No additional charges will be applicable for substitutions
- You may **transfer** at no extra charge to another event, provided you do so in writing at least 10 working days before the event. Transfers within the 10 working days will be charged an administration fee of 20%
- You may **cancel** your registration, in writing, up to 10 working days before the event takes place. Cancellations inside of 10 days will be liable for the full fee
- Unfortunately, **no refund or credit** can be given to delegates who do not attend without giving prior notice
- Registrations received during the 10 working days before the event date, will not be excluded from any terms & conditions

In the event of unforeseen circumstances Knowledge Resources reserves the right to change the programme content, the speakers, the venue or the date. You will be notified no less than 5 working days prior to an event. Should the event be postponed, you will have the option to attend the next available date of the relevant event. The registration fee will be credited on delegate accounts, should they opt not to attend the next available date of the relevant event or in the case where an event is cancelled.

PAYMENT

- Cheques should be made payable to Knowledge Resources (Pty)Ltd. Please do not mail any cheques.
- Electronic Transfer or Direct Deposit into our bank account, validated by faxed copy of transaction slip
Nedbank Cresta, Account No.: 1913164489
Branch Code: 191305, FAX: 011 880 8700

Please note: Payment must be received by no later than 15:00 the day before the first morning of the event.

REGISTRATION METHODS

- Register online GO TO www.kr.co.za
- Phone Plaxy Kathumba on 011 880-8540
- Fax completed registration form to 011 880-8700 / 9829
- Email completed form to plaxy@knowres.co.za

Once payment has been made please fax through proof of payment with the event's name written in the top right-hand corner

PLEASE NOTE Delegates will not be allowed entry to the event if payment has not been received

Booking made by

Phone Email

Date Signature

By signing this registration form, the delegates agree to the enclosed terms and conditions

DELEGATE 1

Name Title

Designation

Phone Fax

Cellular Email

Company

Company VAT Number

Postal Address

Postal Code

Dietary Requirements

DELEGATE 2

Name

Title

Designation

Cellular

Fax

Email

Dietary Requirements

DELEGATE 3

Name

Title

Designation

Cellular

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Email

Dietary Requirements

DELEGATE 5

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Title

Designation

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Email

Dietary Requirements

CREDIT CARD PAYMENT

Card Holders Visa / Master Amex Diners Mark appropriate box Expiry Date

Card No. CCV No.

Amount (All prices include VAT)

Date Signature

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