

MENTORING SOLUTIONS: MATERIALS FOR CORPORATIONS

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About the *Mentoring Style Indicator™*

Enhances the development of good mentoring relationships and outcomes like no other instrument. Indicates the style of assistance a Mentor likes to provide & a Protege likes to receive, so appropriate assistance is provided and utilized. These Mentoring Styles equip Proteges with what Mentors know and empower what Proteges want to do and become. First mentoring assessment to appear in O.K. Buros' *Mental Measurements Yearbook*. Over 400,000 purchased since 1982. Self-administer/score/interpret in 15-20 minutes. Each Mentor and Protege needs own copy.

> Available in *Generic Version* and 5 customized versions described below. **\$13** each copy

MSI for New Hires focuses on helping Proteges fit in, manage time, work on teams, meet performance standards, overcome textbook thinking, and more.

MSI for Career Development focuses on helping Proteges solve problems, lead team projects, learn from senior leaders, overcome cultural barriers, and as a new manager deal with former peers.

MSI for Developing Leaders focuses on helping Proteges learn unwritten rules, improve instruction, handling difficult students, and other situations faculty encounter while getting tenured and promoted.

MSI for Sales Personnel focuses on helping Proteges with add-on sales, peak sales periods, not being too "pushy," and more.
MSI for Healthcare Professionals focuses on helping Proteges with working on a team, valuing diversity, solving problems, and more.

MSI Leader's Guide

Each Trainer/Facilitator needs this *Guide*. Topics: Why Mentoring Style Flexibility is important; 4 Mentoring Styles and 25 related behaviors; Negative consequences from "getting stuck" on a preferred Mentoring Style; 5 ways to use this tool. Two pages can be reproduced for use by participants. **\$30** each

Protege Needs Inventory™

Identifies specific Protege Needs and corresponding Mentor Expertise, so mentoring partners can quickly decide on specific Goals to attain. **NB:** A copy of PNI is needed for each person. Proteges identify specific Needs; Mentors identify corresponding Expertise they can provide. Provides 16 Tips for Proteges & 16 for Mentors. Self-administered in 15-20 minutes. Available in 3 versions described below.

PNI for New Hires

lists 28 Needs related to adjusting to a new job and 29 needs related to preparing for the future. Mentors help Proteges get up to speed faster, improve work performance, become a contributor, and accomplish other Goals.

PNI for Career Development

lists 67 Needs related to planning and organizing, managing others, communicating and interpersonal effectiveness, expanding skills, and more. Mentors help Proteges develop personally and professionally.

PNI for Developing Leaders

lists 67 Needs related to acquiring/using intellectual capital, emotional intelligence, leading the organization, and more. Mentors help Proteges develop needed competencies and utilize existing talents.

\$13 per copy

<p><i>Action Planning Guide™</i></p> <p>Mentoring partners use this Guide to record Action Steps for achieving desired Goals. Provides essential structure for staying on track, coming prepared to meet, and documenting Goal attainment. Contains examples of creative brainstorming to create a better Action Plan. Answered on carbonless paper so each person gets a copy of the agreed-upon Action Plan. \$12 each</p>	<p><i>6-Step Mentoring PocketCard™</i></p> <p>Indicates 6-step strategy for using 4 Mentoring Styles and specific behaviors to help Proteges handle especially difficult situations. Gray's Situational Mentoring Model equips Proteges with what Mentors know and empowers what Proteges want to do and become. Has helped over 200,000 Mentors avoid "telling" what to do or expecting Proteges to figure out what to do. \$4 each copy</p>
<p><i>Mentoring for Results™ Workbook</i></p> <p>Contains training activities that have benefited over 200,000 mentoring partners. Mentoring actually occurs during this Partner session. Topics: Gray's Mentor-Protege Relationship Model©, 6-Step Mentoring Process™, Mentoring Action Plan™, Mentoring Agreement™. NB: Each mentoring partner requires own Workbook (and <i>MSI</i> – see above). \$15 each</p> <p><i>Trainer's Guide for using MFR Workbook</i></p> <p>Suggests seating arrangements, detailed lesson plans, questions to ask/ participants ask, gives scripts for each activity. Over several decades, this Workbook has reduced preparation time for hundreds of Trainers. \$35 per copy</p>	
<p><i>Coaching Improved Person-Job Fit™</i></p> <p>(Used with <i>Personal & Job Style Indicators</i>.) Learn to use 5-Step Coaching Process to improve one's fit with the job. \$15 each</p>	<p><i>Build Better Teams™</i></p> <p>(Used with <i>Personal Style Indicator</i>) Activities help team members use Personal Styles appropriately during Forming, Storming, Norming, Performing stages. \$15 each</p>

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