



Confederation  
of European  
Senior Expert  
Services



## Mentoring Across Borders: Training Day Agenda

Online

15 September 2023

10:00-16:00

### AGENDA

Friday, 15 September 2023, 10:00-16:00 CEST

| Time                | Session                                   | Objectives                                                                                                                                                                                                                                      |
|---------------------|-------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 10:00<br>-<br>10:10 | Welcoming of participants                 |                                                                                                                                                                                                                                                 |
| 10:10 -<br>10:20    | The MAB project & methodology at a glance | <ul style="list-style-type: none"><li>-Gain an understanding of the core principles of the project</li><li>-Learn about the partnership, tools, and outputs of the project</li><li>-Understand the main aims and goals of the project</li></ul> |
| 10:20 -<br>10:30    | Mentoring hubs - Key features             | <ul style="list-style-type: none"><li>-Understand the ideal features/profile of Mentoring Hubs</li><li>-Outline the role within the project</li></ul>                                                                                           |
| 10:30-10:<br>40     | Questions and Answers                     |                                                                                                                                                                                                                                                 |
| 10:40 -<br>11:10    | Mentoring hub procedure                   | <ul style="list-style-type: none"><li>-First steps to do for mentoring hubs</li><li>-The terms and conditions explained</li><li>-Disclaimer of responsibility</li><li>-To-dos for mentoring hubs up to mentor training</li></ul>                |
| 11:10-11:20         | Questions and Answers                     |                                                                                                                                                                                                                                                 |
| 11:20 -<br>11:35    | Break                                     |                                                                                                                                                                                                                                                 |
| 11:35 -<br>12:05    | Mentoring hub procedure continued         | <ul style="list-style-type: none"><li>-To-dos for mentoring hubs following the training of mentors:</li><li>-Mentor-Mentee matching, evaluation and interim mentoring reports</li></ul>                                                         |
| 12:05-12:1<br>5     | Questions and Answers                     |                                                                                                                                                                                                                                                 |
| 12:15-12:4<br>5     | MAB Platform Demonstration                | <ul style="list-style-type: none"><li>-Understand how mentoring hubs interact with the MAB platform</li><li>-Key tasks for mentoring hubs within the platform</li></ul>                                                                         |
| 12:45 -<br>13:00    | Questions and Answers and Discussion      | <ul style="list-style-type: none"><li>-Main challenges/concerns relating to the process</li></ul>                                                                                                                                               |
| 13:00 -<br>14:00    | Lunch break                               |                                                                                                                                                                                                                                                 |



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|------------------|------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------|
| 14:00 -<br>14:15 | Mentoring process<br>remarks                                                 | -Reasons to create a new match<br>-Finding new mentors/mentees<br>-Motivating mentors<br>-The platform usage                                          |
| 14:15-14:25      | Questions and Answers                                                        |                                                                                                                                                       |
| 14:25 -<br>15:00 | Guidelines for<br>implementing                                               | -Establishing a match - The Criteria<br>-Attracting new mentors and mentees<br>-Managing the process                                                  |
| 15:00 -<br>15:15 | Implementation:<br>Challenges and<br>experiences                             | -Participants are encouraged to share their experiences and knowledge on the guidelines for implementation discussed prior, in small break out groups |
| 15:15 -<br>15:25 | Break out rooms -<br>feedback                                                |                                                                                                                                                       |
| 15:25 -<br>15:40 | Break                                                                        |                                                                                                                                                       |
| 15:40 -<br>15:50 | Linking with the wider<br>MAB team - support<br>offered and role of<br>ENGOS |                                                                                                                                                       |
| 15:20 -<br>15:40 | Mentor training -<br>outlined                                                | -Brief outline and explanation of the training to be delivered to mentors, by hubs.                                                                   |
| 15:40 -<br>16:00 | Questions, discussion,<br>and closing of the<br>meeting                      |                                                                                                                                                       |



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