



Integrate **mentoring** into your LMS

How to help your people find the perfect match



Foreword

Mentoring is frequently discussed in the L&D world, and for good reason. We know the impact that learning experiences have on employees, and mentoring is up there as one of the more successful ways to engage your people.

What's more tricky is setting up and managing mentorships without it quickly taking over your whole to-do list. It might be easier with small numbers. But as soon as you start adding volume, you're going to start losing track.

That's where your LMS comes in. If you're already investing in an LMS, then why not bolt-on a mentoring tool that you can use to better set up, manage and report on connections built between employees.



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What's in this guide?

- 1** What is mentoring?
- 2** The benefits of mentoring
- 3** Why you should incorporate mentoring into your LMS
- 4** Think's mentoring and coaching hub

What is mentoring?

Mentoring in the workplace is where a relationship is formed between colleagues to encourage growth and development.

There are thought to be three types of mentor-like relationships in the workplace: mentoring, coaching and sponsoring.

- Mentorship is development oriented;
- Sponsorship is advancement oriented;
- Coaching is performance oriented.



Types of mentoring



One-to-one mentoring

This is where one mentor and one mentee enter a mentorship to help the mentee develop and grow in their role.



Peer mentoring

Peer mentoring is where two people come together in a mentorship but both are at a similar level or age range.



Group mentoring

The mentor will lead sessions and all the mentees will share their own experiences and knowledge.



Reverse mentoring

This is where a more junior person mentors a more senior colleague in an organisation to address a skills gap.

The benefits of mentoring

There are a wide range of benefits that come from mentoring, and it's not just the mentee who stands to gain something.

Mentor

- Increased confidence
- Improved leadership skills
- Better communication
- Feedback
- Being a better listener
- Paying it forward
- Promoting knowledge sharing
- Exposure to new perspectives

Mentee

- Increased confidence
- Better communication
- Expanded networks within the company
- Improved goal setting
- Better prioritisation
- Increased career development
- Increased job satisfaction
- Improved mental health

Organisation

- Improving employee engagement and satisfaction
- Increasing retention rates
- Improving promotion rates
- Attracting talent
- Increased productivity
- Better communication

Why you should incorporate mentoring into your LMS

Chances are, you're managing your mentor and coaching connections through spreadsheets and forms which leaves you with endless documents to manage and maintain.

And, when you're managing a lot of employees, that quickly becomes an administrative headache.

So, why is the solution to incorporate your mentoring into your LMS?





Your LMS manages a lot of your learning processes.

So, what better way to keep all your data together by incorporating your mentoring data into your LMS too? Remember, it doesn't just have to be mentoring! You can manage PIPs, coaching and more.

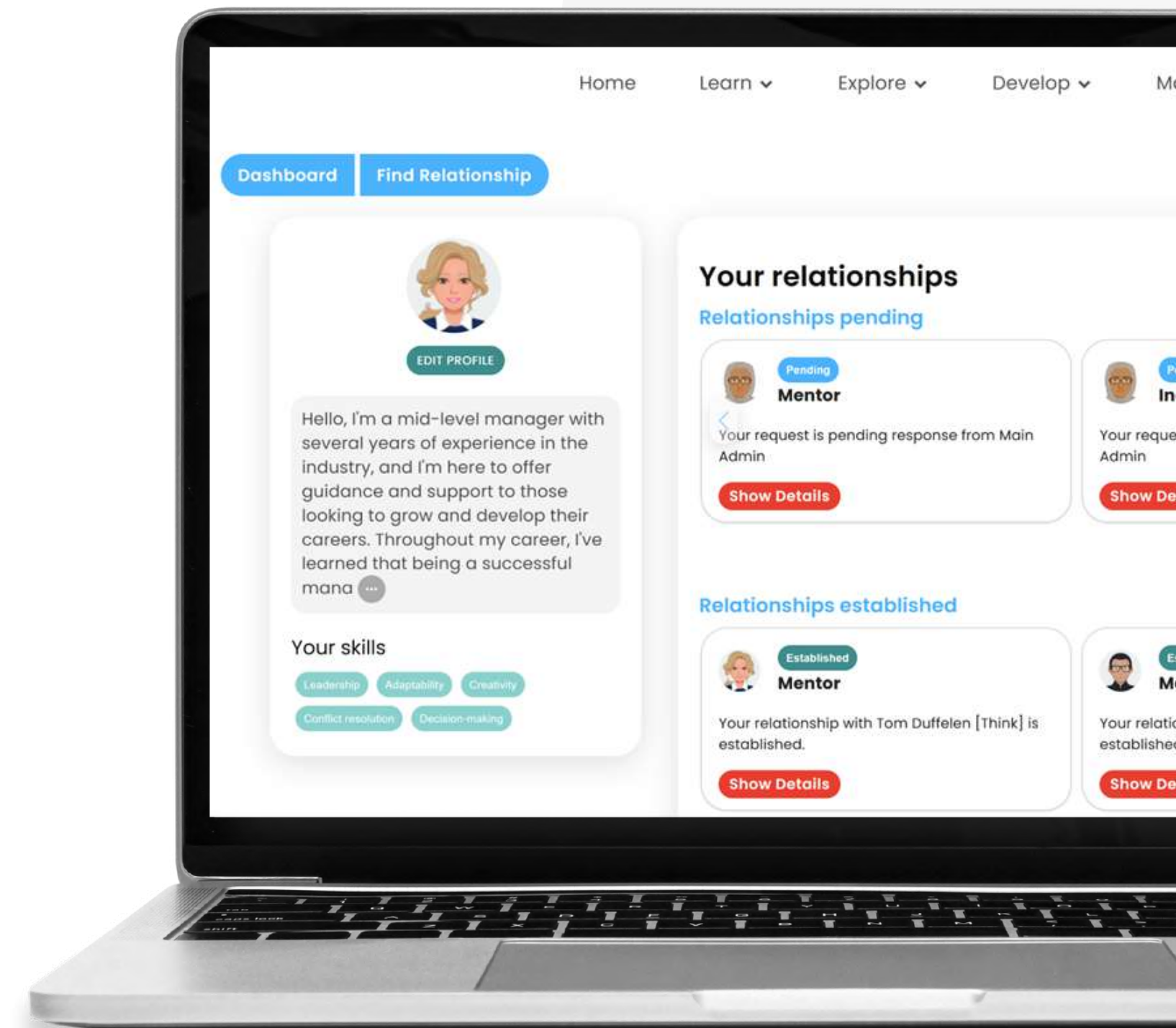
It's one less admin task for you, plus, you can give power to your employees and let them take control of their development.

Introducing ThinkLink: the embedded mentoring tool

ThinkLink is a relationship management tool that puts the power in the hands of your people so they can manage mentoring or coaching opportunities.

They can:

- Manage their profile
- Search available employees by skills
- Request relationships with colleagues
- Log their meeting notes



Benefits of ThinkLink

✓ Open doors

ThinkLink is a great tool to open doors and break down walls between teams.

✓ Accept or decline

Your users can accept or decline relationship requests, giving them power to find the best fit.

✓ Search skills

Users can find people based on the skills that matter the most to them.

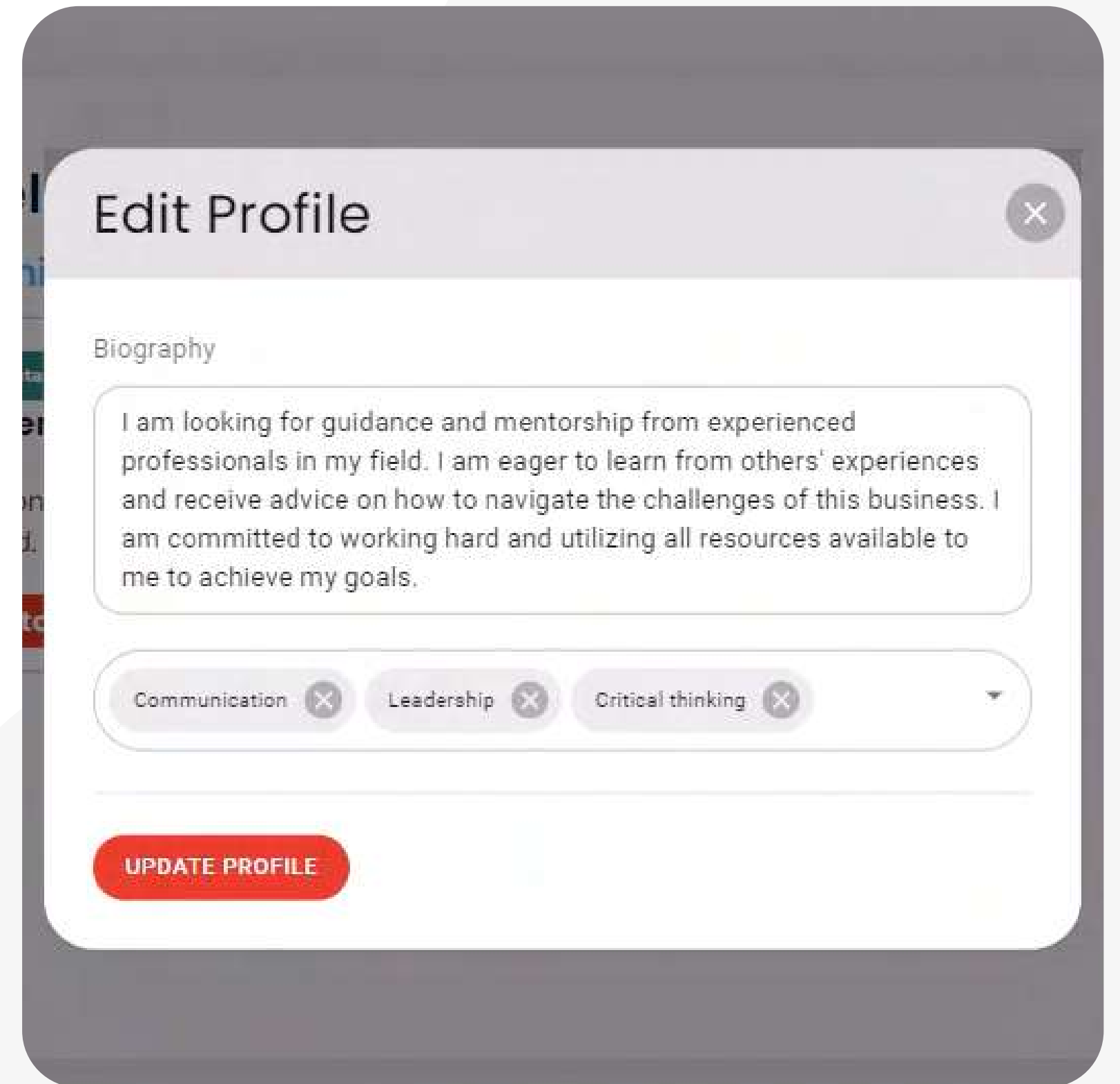
✓ Simple configurability

Build the relationships you need with granular customisation including audiences, permissions, etc.

Create your profile and build your skills

Your mentors and mentees can create their own profile with a short biography to help explain their skills and experience.

Employees can also add skills from a pre-set list. This allows users to be searched by skillset and it goes part of the way to establish their expertise.



The screenshot displays a mobile application interface for editing a profile. At the top, there is a header bar with the text "Edit Profile" and a close button (an 'X' icon). Below the header, the section is titled "Biography". A text input field contains the following text: "I am looking for guidance and mentorship from experienced professionals in my field. I am eager to learn from others' experiences and receive advice on how to navigate the challenges of this business. I am committed to working hard and utilizing all resources available to me to achieve my goals." Below the text input, there is a horizontal bar for selecting skills. Three skills are currently selected and displayed as pills: "Communication", "Leadership", and "Critical thinking". Each pill has a small 'X' icon to its right, indicating it can be removed. A dropdown arrow is visible on the right side of the skill bar. At the bottom of the form, there is a prominent red button with the text "UPDATE PROFILE" in white capital letters.

Find Relationship

Select relation, skills and find your perfect match.

Mentor

Time management

Search

Perfect Matches



Active

Alfreda Angood

Skill match: 100%

Hello, I'm a mentor for client services representatives who are looking to impro...

Request Relationship

Find and request a connection

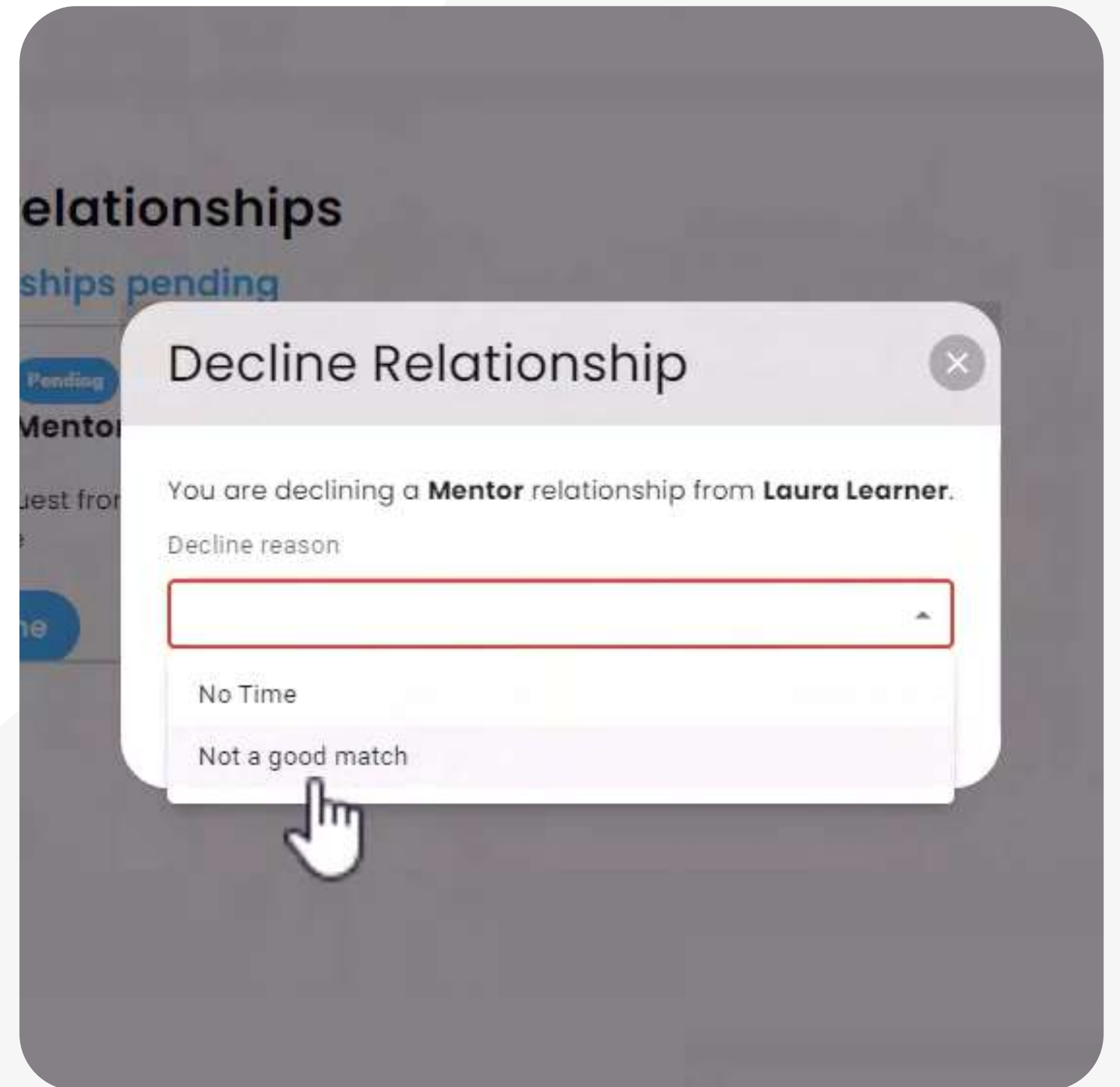
Once your employees are set up, they can now be matched.

Using the skills field, mentees can search for a mentor with the skills they're looking to develop and request a connection.

Accept or decline mentoring requests

The request will go into your mentor's dashboard, where they can now accept or decline.

If they choose decline, they can specify why so you can report on the number of requests and successful matches.



Log your relationships

If the mentor accepts the relationship request, a log will be created which both mentor and mentee can see.

Admins of your LMS will also be able to see this and view the relationship history, plus any notes and entries the participants enter.



Established
Alfreda Angood
Mentor
Laura Learner



Add new update

Type

Update

Update

Session

ADD NEW UPDATE

Relationship History

Create connections that matter

It's not just mentoring. You can set up coaching programmes, a buddying system, or even just a simple onboarding relationship for your new hires.

You can apply the appropriate methodology to your tool to get the most out of your employees.





Got more questions?

Get in touch with us to see more about ThinkLink and the rest of our learning solutions.

