

# **MENTORING 101** by JOHN C. MAXWELL

**Target Audience: Total Force**

**PURPOSE**

To help leaders bring out the basics of human interaction and goal achievement by taking a top-down approach to mentoring (i.e. the mentor initiating the mentoring relationship and deciding who to mentor).

**DESCRIPTION**

Ask the best leaders in any organization how they learned to be successful and you often hear the same answer—they had a good mentor. International leadership expert John Maxwell gives the bottom line on mentoring in one short, easy-to-read volume. In *Mentoring 101*, he gives the steps needed to effectively reproduce your success in someone else. He explains how to choose the right person to mentor, how to create the right environment for leaders to thrive and grow, and how to get started. What if you spent your entire life achieving but never shared your wisdom with anyone else? Don't let your success end with you. As a mentor, you can create a legacy that will last long after you are done reading.

This book consists of three parts and eight chapters:

- Part One—Getting Ready to Mentor Others  
What do I Need to Know Before I Start? How Do I Adopt a Mentor's Mindset?
- Part Two—Engaging in the Mentoring Process  
Whom Should I Mentor? How Can I Set Them Up for Success? How Do I Help Them Do Better Work? How Do I Create the Right Environment?
- Part Three—Taking People Higher  
How Do I Help Them Become Better People? What Should I Do If They Pass Me By?

**EMPLOY**

*Mentoring 101* is a very short and practical read authored by a well-known expert on leadership. The book is suitable for anyone in a supervisory position and guides the reader with a top down approach to the often misunderstood mentoring process. The reader will discover some great tips and practical advice for encouraging others to be successful.