

**Title: The Targeted Mentoring Program**

*An effective Knowledge Management initiative to identify, capture, share, transfer and retain the key business knowledge of your organization.*

**Duration:** This program takes approximately six months to fully implement – contact MMI Training for details of phased approach

**Target Audience:** Key knowledge holders and knowledge workers within your organization

**Summary:**

Unlike the traditional mentor/protégé one-on-one relationship, this is a mentor and multiple protégés relationship for the specific purpose of knowledge transfer/sharing and bringing people up to speed as quickly as possible. It is one of the most effective learning initiatives to effectively increase the knowledge and competency levels of the business unit. This program focuses sharply on identifying your company's core business knowledge, identifying the key knowledge holders and subject matter experts (SME), and exploring what knowledge workers need to know this crucial knowledge, which represents a significant part of the intellectual capital of the company's assets. A structured process to target this 'tacit' knowledge is created, which will effectively transfer the knowledge to selected protégés over a defined time period. One essential element of this program is its ability to accurately measure, from a qualitative and quantitative perspective, when the 'tacit' knowledge has been transferred successfully. Through the creation of knowledge binders, a knowledge matrix, and the structured framework of formal, informal and field learning experiences, current knowledge is shared, and the wisdom of long-term knowledge workers is preserved and retained.

**Learning Objectives:**

- Develop an understanding of the value of core 'tacit' knowledge in your company/organization.
- Discover how to identify, acquire, share, transfer, preserve, protect and retain that valuable knowledge
- Create a knowledge matrix to clearly illustrate where current knowledge resides
- Establish a culture of knowledge sharing and knowledge management
- Utilize the key principles of mentoring to maximize the volume of knowledge transfer
- Provide for unseen departures, and avoid knowledge loss
- Incorporate the Targeted Mentoring Program into your career and succession planning
- Manage your talent, improve performance, and develop competencies
- Engage and retain your best employees through active contribution
- Accelerate the learning process and free up valuable management time
- Strengthen your workplace with this sustainable structured process