



MENTORING WORKSHOP FRAMEWORK

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PARTNERS



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Mentoring Workshop Framework

Project Title: Empowering Mentoring Prison Agents in Vocational Excellence

Project Acronym: M-PAVE **Project Number:** 2024-2-AT01-KA210-VET-000276861

Work Package 1: Workshop Development and Validation of Mentoring Practices

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Framework Information

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The Project

M-PAVE is an Erasmus+ -funded KA210-VET – Small-scale partnership in vocational education and training between RICHTUNGSWECHSEL and PROMIMPRESA. This project actively supports the Pact for Skills ‘Liberate Skills’ and its pledge to increase the professionalisation of correctional staff. The project aims to create a structured mentoring framework for staff working in detention settings.

Purpose of this Framework

This framework serves as a core resource for mentoring training, incorporating evidence-based strategies tailored to the unique challenges faced by staff and mentors. This includes key areas like effective communication, relationship-building, and addressing the psychological and social needs of staff working with incarcerated people. At the same time this framework serves as a **foundation in the leadership development and culture management within prison services**. Whilst prison environments are severely overcrowded, understaffed, and under-resourced there is a rising opportunity in incentivising recruitment, improving training sequencing, and increasing retention factors.

The framework supports trainers teaching mentoring to mentors of prison staff and will:

- Provide core theoretical knowledge that learners need to grasp mentoring concepts in the prison context.
- Enhancing existing mentoring practices and encouraging the implementation of validated tools.
- Outline engaging activities and exercises to embed learning and develop mentoring tools & strategies.
- Support trainers with key topics, questions, evaluation methods, and prompts to tailor the content for their specific settings.
- Create a flexible framework trainers can adapt, rather than rigid scripts including feedback mechanisms.

Additionally, unlike other frameworks, this document offers clear structures and templates for mentoring sessions, while providing prison services with guidance on selecting and adapting different models based on local context, resources, and needs. It includes a practical decision-making tool to help services prioritise which mentoring practices to implement and how to integrate them effectively into their operations.

Framework Feedback System

Your feedback is essential to help us improve and tailor the framework for future workshops. Please note that all responses will remain confidential and will be used only for training improvement. An aggregated summary of the feedback (not individual responses) may be shared with institutional leadership to inform future mentoring initiatives. *How to provide feedback:*

- Complete the online form here: <https://forms.gle/WQWdyzoP29YZwMz69>
- Or send additional comments/questions to: mpave@richtungswechsel.or.at

Thank you for your time and honest reflections as they help us ensure the workshop framework stays practical, relevant, and supportive.

Module Structure

Each module has been developed using five key parts to ensure clarity and usability:

A. Learning Outcomes

- Specific outcomes for the learners achieved by the end of each module.
- What the learners should know, understand, and be able to do.
- Specific, measurable, and focused on mentoring in the prison context.

B. Core Theory

- Clear, focused explanation of the essential concepts of the module.
- Specific questions that are answered.
- Relevant references to case studies or frameworks.

C. Recommended Practice Activities

- Interactive, practical exercises that enable learners to apply theory and develop mentoring skills.
- Clear activity descriptions including purpose, time estimate, materials needed, and guidance on facilitation.

D. Trainer Notes and Guidance

- Tips and reminders for trainers on how to facilitate the module effectively.
- Suggested ways to adapt content for different learner groups or contexts.

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- Key points to emphasise or common misunderstandings to watch for.
- Questions trainers can use to provoke discussion or reflection.

E. Resources and References

- Suggested reading, videos, guidelines, and frameworks trainers and learners can consult.
- Links or citations to relevant policy documents, mentoring standards, or research.

Module Overview

#	Module Title	Audience	Purpose	Pages
1	Foundations of Mentoring in Prisons	Trainer + Learner	Define mentoring, its purpose, mentoring models and scope in prison contexts	6-21
	Interim Module Scenario-Based Learning	Trainer + Learner	Define scenario-based learning, its purpose, its structure, and its impact	22-42
2	The Role of the Mentor	Trainer + Learner	Clarify mentor identity, roles, limitations, ethics	43-61
3	Mentoring Skills & Competencies	Trainer + Learner	Build communication, feedback, conflict resolution, trauma-informed mentoring, and active listening skills	62-105
4	Mentoring Session Structures	Trainer + Learner	Understand and implement delivery formats	106-126
5	Mentoring in Context: Challenges & Opportunities	Trainer + Learner	Understand structural problems mentoring helps solve	127-142
6	Implementation Guidance	Trainer-Focused	Train trainers to deliver mentoring content effectively & suggested delivery formats	143-149