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JUDICIAL  
ACADEMY



REPUBLIC OF SERBIA

MINISTRY OF  
JUSTICE

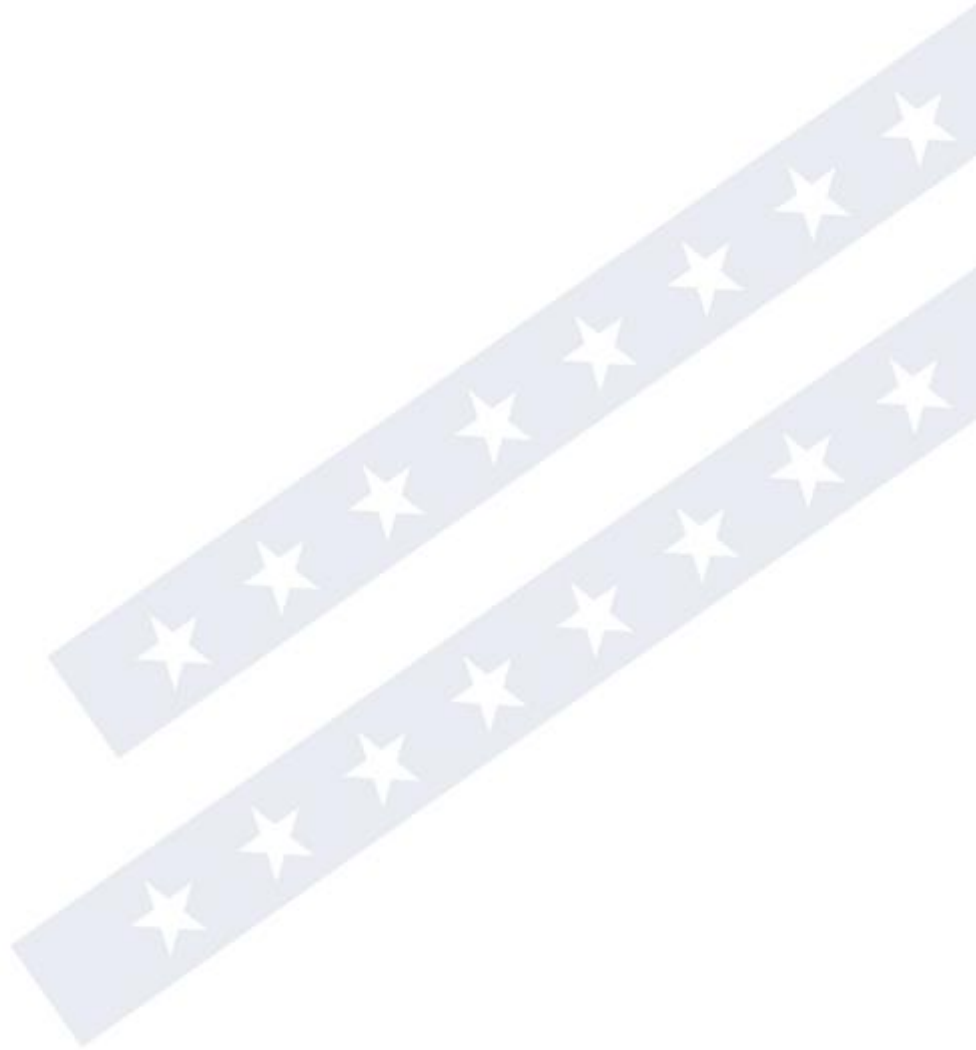
# EUROPEAN UNION'S SUPPORT TO THE JUDICIAL ACADEMY

PROGRAM IMPLEMENTATION OF MENTOR'S  
MANUAL (PIMM)



# **PROGRAM IMPLEMENTATION OF MENTOR'S MANUAL (PIMM)**

**Jorge Obach**



In this implementation plan of Manual succinctly establishes the sequence in which plan related activities will take place, and specifies a realistic time period to complete each activity

## **A.PRE-IMPLEMENTATION PHASE**

### **1.PRESENTATION MANUAL**

**DONE**

6 June (Judicial Academy, SPC, HJC)

7 June (Mentors of Belgrade)

17 June (Program Council of JA)

23 June (Mentors of Novi Sad)

12 July (Mentor of Nis)

### **2.TRAINING TRAINERS OF MENTORS**

**DONE**

19-20 June at Judicial Academy

**HUMAN RESOURCES : 3 SENIOR' EXPERTS FROM SSR (NETHERLANDS)**

### **IN THE NEXT MONTHS**

#### **3. ENGAGE STAFF OF BENEFICIARY TO :**

3.1 Identify and split the manual in nine parts to setting priorities in terms of what standards to achieve and on what timeline

(CALENDAR, PROGRAM, STRUCTURE, COORDINATOR, MENTOR DAY, PORTFOLIO, ORAL SKILLS, WRITING SKILLS, TRAINING ETHICS, EVALUATION -QUESTIONNAIRES)

3.2 Identify potential barriers of each part/facilitators to practice change

3.3 Assess feasibility of proposed implementation – Strategies (planning of next generation of trainees, starting initial training program and selection of mentors)

**HUMAN RESOURCES: KE 2 WORKING CLOSE TO HEAD MONITORING AND EVALUATION OF JA**

**EXPECTED: END JULY TO END AUGUST 2017**

#### **4.PREPARE WITH SELECTED TRAINERS a seminar for selected mentors : how implementation manual of mentors at workplace**

**EXPECTED : SEPTEMBER 2017**

**(At this moment, 13<sup>th</sup> Sep, the Serbian trainers are been selected : Leposova Vujanovic-Prosecutor, Dragana Marcetic and Milica Zlatkovic-Judges)**

## **5. DELIVER SEMINAR AT SELECTED MENTORS**

EXPECTED: OCTOBER 2017

## **6. INTEGRATE FINDINGS INTO LOCAL IMPLEMENTATION PLAN AND REFINE AS NEEDED PRIOR TO IMPLEMENTATION**

EXPECTED: SEPTEMBER 2017

HUMAN RESOURCES: KE 2 WORKING CLOSE TO HEAD MONITORING AND EVALUATION OF JA

+ 3 o 6 JE/SE TO DELIVER SEMINAR

## **B. IMPLEMENTATION PHASE**

**1. IF IT IS POSSIBLE AT INITIAL DAY OF NEW GENERATION OF TRAINEES ( IF NOT , AT THE CURRENT TRAINING OF LAST GENERATION)**

**2. PERIODICALLY VISITS AT WORKPLACE AT DIFFERENT INTERNSHIP (CIVIL, CRIMINAL PROSECUTORIAL OFFICE AND MISDEMEANOUR) TO**

2.1 Assess discrepancies between implementation Manual and execution, explore issues of fidelity

2.2 Monitor impacts and indicators of progress toward performance improvement goals

2.3 Used data to inform need for modifying or refining original strategy

2.4 Provide positive reinforcement to high performers; encouragement and other support to low performance

From the project would be provide a clear structure to the meetings with mentors and mentees to ensure that each item on the implementation plan is being attended to, highlights areas that needs additional refinement. For each item that is not progressing, we would take time to stop and identify barriers and understand why that item is not progressing, and trying with all a brainstorm and/or present potential solutions. Recommend strong practices that have been successful with others mentors.

Also, we would provide additional training if needed.

EXPECTED: OCTOBER, NOVEMBER , DECEMBER 2017

HUMAN RESOURCES: KE 2 WORKING CLOSE TO HEAD MONITORING AND EVALUATION OF JA

## **C. SUSTAINABILITY**

**1. ASSESS USEFULNESS OR VALUE OF IMPLEMENTATION STRATEGIES AND TOOLS FROM BENEFICIARY PERSPECTIVE**

**2. ELICIT BENEFICIARY RECOMMENDATIONS FOR FURTHER REFINEMENTS TO IMPLEMENTATION MANUAL**

**3. IDENTIFY ADDITIONAL BARRIERS/FACILITATORS TO ADDRESS**

**4. INTEGRATE NEW STRATEGIES OR TOOLS INTO MANUAL TO MAINTAIN AND INSTITUTIONALIZE PERFORMANCE IMPROVEMENT.**

In this phase the project will ensure that the JA Staff and mentors feel empowered to continue the process once the active phase of implementation facilitation has ended. We will ensure that they are involved in every decision, feel a sense of ownership, and have the skills to engage in ongoing monitoring processes without the project assistance

EXPECTED : DECEMBER 2017, JANUARY , FEBRAURY 2018

HUMAN RESOURCES : KE 2 WORKING CLOSE TO HEAD MONITORING AND EVALUATION OF JA

**D. PROMOTING MANUAL IN JUDICIAL EDUCATIONAL INSTITUTIONS IN THE REGION ( as support the Judicial Academy in establishing networks , strong connections with their peers in similar institutions to learn from their experiences and best practices)**

**1. SCHOOL OF MAGISTRATES FROM ALBANIA (TIRANA) IN THE FRAMEWORK OF EURALIUS IV : 7.7.2017(<http://www.euralius.eu/index.php/en/news/330-round-table-awareness-raising-on-mentorship>)**

**DONE**

Without cost for the project : invitation from Euralius project

**2. THE CENTRE FOR JUDICIAL AND PROSECUTORIAL TRAINING OF THE REPUBLIKA SRPSKA AND THE CENTRE FOR JUDICIAL AND PROSECUTORIAL TRAINING OF THE FEDERATION OF BOSNIA AND HERZEGOVINA.**

**3. THE CENTRE FOR TRAINING IN JUDICIARY AND STATE PROSECUTION IN MONTENEGRO.**

**4. ACADEMY FOR JUDGES AND PUBLIC PROSECUTORS OF THE REPUBLIC OF MACEDONIA**

EXPECTED : 15-16-17 OCTOBER 2017

HUMAN RESOURCES: KE 2 WORKING CLOSE TO HEAD MONITORING AND EVALUATION OF JA

+ JUNIOR EXPERT (10 WD)



## EUROPEAN UNION'S SUPPORT TO THE JUDICIAL ACADEMY

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This project is implemented by  
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