



November 2010

## AFTERALL Newsletter

What is the Chamber worth to me?



## THE POWER OF MENTORSHIP

UNLOCK YOUR JOURNEY TO SUCCESS

**Mentorship** refers to a personal developmental relationship in which a more experienced or more knowledgeable person helps a less experienced or less knowledgeable person. The receiver of mentorship was traditionally referred to as a protégé, or an apprentice.

Mentoring involves communication and is relationship based. In the organisational setting, mentoring can take many forms. One definition of the many that has been proposed, is: "Mentoring is a process for the informal transmission of knowledge, social capital, and the psychosocial support perceived by the recipient as relevant to work, career, or professional development; mentoring entails informal communication, usually face-to-face and during a sustained period of time, between a person who is perceived to have greater relevant knowledge, wisdom, or experience (the mentor) and a person who is perceived to have less (the protégé)" (Bozeman, Feeney, 2007).

### Mentoring techniques

A study of mentoring techniques most commonly used in business was published in 1995 under the title *Working Wisdom*. In the study five major techniques or "wisdom tactics" were found to be used most commonly by mentors. These are:

1. **Accompanying:** This means making a commitment in a caring way. Accompanying involves taking part in the learning process by taking the path with the learner.
2. **Sowing:** Mentors are often confronted with the difficulty of preparing the learner before he or she is ready to change. Sowing is necessary when you know that what you say may not be understood or even acceptable to learners at first but will make sense and have value to the mentee when the situation requires it.
3. **Catalysing:** When change reaches a critical level of pressure, learning can jump. Here the mentor chooses to plunge the learner right into change, provoking a different way of thinking, a change in identity or a re-ordering of values.
4. **Showing:** This is making something understandable, or using your own example to demonstrate a skill or activity. You show what you are talking about, you show by your own behavior.
5. **Harvesting:** Here the mentor focuses on "picking the ripe fruit". It is usually learned to create awareness of what was learned by experience and to draw conclusions. The key questions here are: "What have you learned?" "How useful is it?"

## OPPORTUNITY

The recently formed Regional Business Chamber had a very successful and enthusiastic meeting in George on 20 October where the possibility of business mentorship was discussed. SEDA (Small Enterprise Development Agency) has pledged its support and assistance in the implementation of a mentorship programme in our area. The various business chambers in our region have been asked to identify businesses that would benefit from such a programme. The guidelines used to identify relevant businesses are as follows:

- Business must be operational for two or more years
- Business must have ten or more employees

The aim of this programme is to assist the business owner in increasing turnover, profit and workforce through effective mentorship.

Should your business meet the criteria above and if you are interested in participating in a mentorship programme, please contact the Oudtshoorn Business Chamber office at 044 272 6637. Our region needs to identify 10 businesses for this programme and you are encouraged to apply as soon as possible.

## Excerpt from the Management Meeting held 21 October 2010

### Administration & Finances

Income was received from the issuing of Certificates of Origin. This time of year the income is drastically reduced as membership fees are paid early in the year.

### Members Discount

It was suggested that an e-mail be sent to the chamber members to determine which of the members would be willing to offer a discount to other chamber members. This would then be reflected in the monthly newsletter.

### Oudtshoorn Airport

Concerns were raised regarding the contract with the Chinese because of a backlog in administration at the municipality. A meeting would be arranged between

the chamber management committee and the airport committee.

### Local Organising Committee – KKNK

The L.O.C. had been discussed with Brett Pyper regarding this. To date no feedback had been received.

### Golf Days

The next golf day was to take place on 27 October 2010. Bennie de Wet had offered to Sponsor R1 000 towards the prizes.

### Rental Contract- Centre of Hope

A letter had been sent to the Municipality for the renewal of the rental contract. The chamber awaits a reply.

### Tourism Bureau

Leon Coetzee would stand in for Jacobus Maloney should he not be able to attend the Tourism Committee meetings.

### Membership- AHI

A letter would be sent to the AHI offering the amount of R2 000 as a membership fee.

## ***TIME MANAGEMENT TIPS*** By Derek Stockley

One point I emphasise is the importance of having your mind where your body is. If you are at home, that is what you should be thinking about, not work.

A good concept is the 'first four minutes'. Even though you may 'occasionally' have to take work home, it is important to use your travelling (commuting) time between work and home to make the transition. Use the time available to start thinking about the 'home' issues and the actions required of you.

If you have a spouse and/or children, when you walk through the front door, your total focus should be on them. Young children particularly require your full attention. They are very alert and can tell when you are not 'with' them.

After the first four or five minutes, you can then put away your briefcase that you left at the front door. If you have 'homework', it should be scheduled at a time that is most convenient for yourself, your partner and your children (if you have them).

This approach can satisfy all parties. You do not have to worry about your urgent work tasks, as you have allocated time later. Your family will appreciate your attention. They will appreciate your 'mental' and 'physical' presence combined at the same time.

### **Working long hours?**

If you take work home every night, then you need to evaluate what is happening.

Sometimes peak demands at work will require extra effort and time, requiring effort at night and weekends. Hopefully, you receive some compensation when this happens.

Consistently working long hours is not good for you, and in the long run, is not good for your organisation.

In Australia, many people are working long hours on a regular basis. Given that some people are underemployed, this inequality does not seem right.

If you are working long hours consistently, you need to ask yourself the question: "Why?"

If it is a new business and you are the owner/manager, that might be an explanation. If you have been doing it for over five years, again I ask: "Why?"

When I see a person working long hours, I can often see underutilised people around them. As a strong believer in personal development, I often advocate that people 'delegate' more. It takes time and effort, but it is good for you and good for your people.

### **Summary**

The 'first four minutes' tip is a powerful technique that can dramatically improve the 'quality' of the time you spend with your family.

If the line between home and work is blurred by the amount of time you spend 'working' at home, then now is a good time to evaluate exactly what is happening.

Can you delegate more?

Can you cut out some of the less important tasks?

Reducing excessive work hours is good for you.



# OUTDSHOORN

# INFO

Members of the Oudtshoorn Business Chamber get a full advert for their businesses for R175 per year on the Oudtshoorn Info website.

Contact Greg: 044 272 0041

## WELCOME TO OUR NEW MEMBERS

Steyn & Otto Ingelyf – Hannes Otto

Tel: 044 272 0341/2

George Snygans (Privaatlid)

082 929 3837

Ondersteun lede van die Oudtshoorn Besigheidskamer. 'n Volledige lys is beskikbaar op ons webwerf by [www.odnchamber.co.za](http://www.odnchamber.co.za)

- 13.11.10 Fietsry – Afloswedren Padfiets/MTB (Odn)
- 15.1.11 MTN Attakwas Extreme MTB Marathon (Odn)
- 10.2.11 Harley Owners Group Rally (Odn)
- 10.02.11 Harley Owners Group Rally – Odn
- 2 – 9.04.11 KKNK 2011 Tel: 044 203 8000
- 30.4 – 1.5.11 Prince Albert Olive Festival
- 30.9 – 4.10.11 Die Burger Hoërskool Punt Krieketfees
- 15.10.11 Meiringspoort Half Marathon
- 17.10.11 Cape Pioneer Trek 6 Day MTB Marathon (Odn)
- 13 – 14.12.11 Holiday athletics & Street Mile (Odn)



*Do you know of any event taking place that does **not** appear on the above list?*

*Let Helen know at 044 272 6637 or [business@odnchamber.co.za](mailto:business@odnchamber.co.za)*



When you know you are overdoing it

## YOUR CHAMBER

As the **OUTDSHOORN BUSINESS CHAMBER** moves forward and we try to deliver more, we require the assistance of our members to share their successes, developments and expertise with us – communication is a two way street – we are only as strong as our members. If there are areas in which members think we are weak, we would like to know about this so that we may improve our service and the manner in which our experienced staff deliver to our members.

## KANTOORURE

Maandag – Vrydag

09:00 – 17:00

Tel: 044 272 6637

Fax: 086 295 3929

Email: [business@odnchamber.co.za](mailto:business@odnchamber.co.za)

*Baie welkom aan ons nuwe lede*



# STEYN & OTTO ING/INC

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VIR EIENDOMSOORDRAGTE, KONTRAKTE, BOEDELS, LITIGASIE, INVORDERINGS, KREDIET AANGELEENTHEDE, ADVIES EN BYSTAND MET VOORBEREIDING VIR DIE INWERKINGTREDING VAN DIE NUWE VERBRUIKERSWETGEWING • FOR PROPERTY TRANSFERS, CONTRACTS, ESTATES, LITIGATION, COLLECTIONS, CREDIT MATTERS, ADVICE AND ASSISTANCE ON PREPARATION FOR THE COMING INTO FORCE OF THE NEW CONSUMER LEGISLATION



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## Did You Know? HET U GEWEET?

Bats & Birds transmit many diseases like rabies and pests including bedbugs (weeluse)

The common housefly transmits more diseases than any other insect in the world

66% van die wêreld se flora & fauna bestaan uit insekte

A queen termite can lay between 6000-7000 eggs per day and can live up to 15 years

Kakkerlakke is draers van siektes en virusse wat siektes soos polio, hepatitis, gastro en tifoidkoors veroorsaak.

Kakkerlakke dra direk by tot ASMA

Eiendomsagente en Prokureurs neem kennis: Maxima reik kewersertifikate uit

Ons verskaf en diens ook:

- blou ultra-violet Insekvanger ligte
- outomatiese vlieëgiftoediensers
- Higiëne Dienste

'n Muis het nie 'n blaas nie, urineer dus heeltyd waar hy beweeg, eet, sit of staan en besmet die hele area met kieme

Gratis kwotasies, betroubare verwysings en eienaar toesig  
Insekte het 3 tot 10 generasies per jaar en kwartaalike opvolgbesoeke word aanbeveel

Thinus Bosch  
072 890 1672

# ***AFSLAG VIR LEDE***

***Hierdie besighede bied afslag aan Besigheidskamer lede :***

## **BOULDERS LODGE**

**‘n Spesiale pryslys vir Boulders Spa Behandelings**

## **Y-NOT EIENDOMME**

**Bied slegs 5% kommissie en met standaard kommissie van 7.5% + btw bied hulle 10% afslag aan**

## **HILLIE SCHULTZ VERTALINGSDIENSTE**

**5% afslag op al sy taaldienste**

## **MAXIMA PEST CONTROL**

**5% korting op dienste**

## **GRAND STREET STUDIOS**

**5% afslag**

## **INDRAF KAFEE**

**10% op alle aankope, sigarette & spesiale aanbiedinge uitgesluit**

## **SLABBER & SLABBERT OOGKUNDIGES**

**Vir kontant/debietkaarte 10% afslag op voorskrif brille – sonbrille 5%**

## **KAROO H<sub>2</sub>O**

**10% afslag**

## **NATIONAL COMPUTER COLLEGE**

**10% afslag op kursusse**

## **OUDTSHOORN HOTEL**

**10% afslag op verblyf by enige African Sky Hotel. Spesiale besighedsvergaderings - betaal slegs R55 p/p vir ontbyt of betaal slegs R125 p/p vir ‘n voldag konferensie (middagete, tee/koffie & huur van saal ingesluit)**

## **PENNYPINCHERS/PG GLASS**

**Ekstra 2.5% afslag**

## **INVESTGOLD**

**Afslag op beleggingsmunte**