



Course Information Sheet

Course title: Basic Counselling

Intent What is the aim of the course?	To provide learners with the opportunity to learn about basic counselling, improve self-confidence and well-being, improve communication and presentation skills, enhance CV and improve employment opportunities
What other skills do I need?	You will have to keep you work organised on a file and build up a portfolio of evidence.
Intent Course content	<p>By the end of the course you will be able to:</p> <p>Understand the difference between counselling, using counselling skills, and other forms of helping</p> <p>Identify, describe and demonstrate basic counselling skills</p> <p>Understand the role of confidentiality in counselling</p> <p>Gain an understanding of the three main counselling theories</p> <p>Develop self-awareness</p> <p>WEEK 1 Definition of Counselling</p> <p>“A problem shared is a problem halved”, Aims of counselling, respecting the client, being non-judgemental</p> <p>WEEK 2. What Counselling Isn't –not giving advice</p> <p>confidentiality, Skills used in counselling, Open/closed questions</p> <p>WEEK 3 Empathy/Body Language in Counselling</p> <p>Distinguish between empathy and sympathy</p> <p>WEEK 4. 3 Major approaches to Counselling</p> <p>Person centred, Psychodynamic, Cognitive, Cognitive Behaviour Therapy</p> <p>WEEK 5. Self-esteem-confidence, self-respect, effects of high/low self esteem</p> <p>Work in pairs –informal counselling</p>

	<p>WEEK 6 Personal Potential-assess personal skills, achievements- Malsow's Hierarchy of Needs</p> <p>Work in pairs-informal counselling</p> <p>WEEK 7 You and Yourself –Life review, clarify what is important to you in life</p> <p>Informal Counselling</p> <p>WEEK 8. Body Signals-work/life balance-importance of listening to your body, importance of recuperation</p> <p>Work in pairs –informal counselling.</p> <p>WEEK 9. Intelligence-emotional, intuitive,</p> <p>Working in pairs –informal counselling</p> <p>WEEK 10-Recap, evaluation-what did we enjoy-what didn't we enjoy?</p> <p>Working in pairs-informal counselling</p>
<p>Implementation</p> <p>How will I learn?</p>	<p>All sessions will include tutor demonstrations and listening to instructions; working on individual projects or with others in groups and taking part in classroom activities</p>
<p>How will I know I am progressing?</p>	<p>Each learner will have a Personal learning Plan which he or she will update during each session. In addition to this your tutor will give you regular updates on your progress both verbally and in written feedback.</p>
<p>Impact</p> <p>What can I expect to achieve?</p>	<p>You will receive a certificate of achievement for completing this course.</p>
<p>What could this course lead to?</p>	<p>Following successful completion of this course, you will be able to progress to a Counselling Level 2 qualification</p>
<p>What materials or equipment will I need to provide?</p>	<p>Pens and paper, and a folder to keep your work in</p> <p>It would be an advantage if you have access to the internet to extend your learning.</p>
<p>How do I join?</p> <p>COVID Safety provisions</p>	<p>To enrol visit https://www.altvalley.co.uk/application-adult-education</p> <p>email enquiries@altvalley.co.uk</p> <p>call 0151 233 3337/0151 546 5514</p> <ul style="list-style-type: none"> • Temperature taken on arrival. • Hand sanitizer stations and hand washing facilities will be readily available. • All classes will be under strict social distancing rules and all work stations will be distanced.

	<ul style="list-style-type: none">• All equipment that is used will be safely deep cleaned in between sessions.
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