



INTRODUCTION TO COUNSELLING COURSE – LEVEL 2 AWARD



The **Introduction to Counselling - Level 2 Course** is designed for people who wish to gain an understanding of the role of a counsellor and the basic skills required to become a counsellor. No prior knowledge is required.

PLEASE NOTE: If you are looking to study to a higher level we recommend you take the **Counselling - Level 3 Course** which contains all Units from this course plus an additional 8 Units.

Objectives:

At the end of the course students will be able to:

- Describe the role of a counsellor and what counsellors do.
- List common types of counselling.
- Understand the skills and attributes required to conduct counselling.
- Practice and improve their listening skills.
- Demonstrate an understanding of the principles of negotiation.
- Describe the key aspects of successful mediation.
- Understand the role of counselling in crisis mediation.
- List sources of help and advice in a range of counselling situations.

The course is split into the following 8 Units:

➤ **Unit One - The Basics of Counselling**

The following topics are covered: What is counselling, Who is a Counsellor, When is a Counsellor not ready to Council, Who needs counselling and Ten Steps to Counselling.

➤ **Unit Two - Types of Counselling**

The following topics are covered: When a Counsellor is needed and Types of counselling offered (Addiction, Anxiety, Depression, Divorce, Eating Disorders, PMS, Sexual health and Stress).

➤ **Unit Three - New Wave Counselling**

The following topics are covered: On-line Counselling, Telephone Counselling, Telephone / Internet counselling, SMS text counselling, Video counselling and The Future.

➤ **Unit Four - Traditional Counselling Styles**

The following topics are covered: What are the different Types of Traditional Counselling, What Counselling, Individual Therapy, Couples Therapy, Family therapy, Group Therapy and Who goes to Counselling.

➤ **Unit Five - Listening Skills**

The following topics are covered: Listening, Stages of listening, Obstacles of Listening, Emphatic Listening, Listeners in Control and Traps for Listeners.

Price:
£250.00

Instalment Options:

You can spread the payments for this course over 4 monthly payments. 1 initial payment of £100.00, followed by 3 monthly payments of £50.00.

Course Format:

Paper Based Course Materials

Assessment:

Coursework

Approximate Study Time:

80 Hours of Self Study

➤ Unit Six – Negotiation

The following topics are covered: Negotiation, The Establishment Group, The Community group, Negotiation in General, The Joint Problem-Solving Approach, Definition of the Problem, Guidelines, Insist on Using Objective Criteria, Invent Options for Mutual Gain, Separate the People from the Problem, Suggestions, Breaking the Rules, Alternatives and Best Alternative to Negotiated Agreement.



➤ Unit Seven – Mediation

The following topics are covered: What is Mediation, When is Mediation called for, Responsibilities, Preliminaries, The Introductory Phase, Problem Definitions, Respect the Parties' Ability to reach a settlement, Caucus Meetings, The Second session, Teamwork, The Agreement and Attributes of a Good Mediator.

➤ Unit Eight – Crisis Mediation

The following topics are covered: Other Considerations, Power imbalance, The Power of skill and Knowledge, A Summary of Factors Influencing the Balance of Power and Analysis and Responses.

Pre-Requirements:

There are no particular entry requirements.

Course Duration & Support:

Students may register at any time and have a full year to complete their studies. You also have access to a personal tutor by mail or email for a 12 month period. As the course is self study you can complete in as little or as long a time as you prefer.

Assessment:

You will be assessed on coursework which is detailed in the course materials. Most coursework consists of short paragraph answers to set questions. Your work can be sent back to your course tutor by email or by post.

Qualification:

The award is gained from successfully completed coursework so there is no exam to complete.

On successful completion of this course, students will receive a **Level 2 Introduction to Counselling Award**.

This award has been independently accredited at a level of learning equivalent to level 2 on the National Qualifications Framework (NQF) and is comparable to working at GCSE or NVQ Level 2.

The award is issued through NCFE. NCFE is recognised as an awarding body by the qualification regulators ('regulators') for England, Wales and Northern Ireland. The regulators are the Office of the Qualifications and Examinations Regulator (Ofqual) in England, the Department for Children, Education, Lifelong Learning and Skills (DCELLS) in Wales and the Council for Curriculum, Examinations and Assessment (CCEA) in Northern Ireland.

