

## COUNSELLING COURSE – LEVEL 3 AWARD



The **Counselling - Level 3 Course** is designed for people who wish to develop and understanding of principles and practice of Counselling in relation to a range of counselling situations. No prior knowledge is required.

On successful completion of the course you will receive a recognised level 3 award (Comparable to working at A Level or NVQ Level 3).

Counselling skills can be of a huge benefit for individuals in all sorts of job roles and situations. The National Institute for Health and Clinical Excellence recommends certain types of counselling as being useful in treating a number of varied health conditions including depression, anxiety, obsessive compulsive disorder (OCD), post-traumatic stress disorder (PTSD), long-term injuries and illnesses, eating disorders, such as anorexia nervosa and bulimia, and substance abuse.

Counselling can help individuals to discuss and deal with their problems, and also tackle the issues that are preventing them from achieving their goals and ambitions.

**Please Note:** The first 8 Units of this course are the same as our Introduction to Counselling - Level 2 Course.

Students who have undertaken the Introduction to Counselling - Level 2 Course can undertake the additional 8 Lessons of the Counselling level 3 course for £195.00.

### Objectives:

- 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.
- Identify a model approach for a range of counselling scenarios and client situations.
- Develop an understanding of the ethics and confidentiality required of counsellors.

In addition to these lessons the final section covering 8 lessons covers Practical Counselling for common situations.

Because of this, the course leads to a higher level Qualification than the Certificate in Introductory Counselling Course.

**Price:**  
£350.00

**Instalment Options:**  
You can spread the payments for this course over 4 monthly payments. 1 initial payment of £155.00, followed by 3 monthly payments of £65.00.

**Course Format:**  
Paper Based Course Materials

**Assessment:**  
Coursework

**Approximate Study Time:**  
100 Hours of Self Study

## The Course Includes the Following 16 Units:-

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

This Unit contains the following topics: 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**

This Unit contains the following topics: 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**

This Unit contains the following topics: On-line Counselling, Telephone Counselling, Telephone / Internet counselling, SMS text counselling, Video counselling and The Future.

### ➤ **Unit Four - Traditional Counselling Styles**

This Unit contains the following topics: 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**

This Unit contains the following topics: Listening, Stages of listening, Obstacles of Listening, Emphatic Listening, Listeners in Control and Traps for Listeners.

### ➤ **Unit Six – Negotiation**

This Unit contains the following topics: 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**

This Unit contains the following topics: 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**

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

## Units 9-16 Cover Practical Counselling for Common Situations:

### ➤ **Unit Nine - Ethics and confidentiality**

### ➤ **Unit Ten - Problem centred approaches to counselling**

This Unit contains the following topics: Grief and Bereavement, Couples & Relationships, Stress Problems, Depression, Eating Disorders, Alcohol Problems, Children and Substance Abuse.

- **Unit Eleven - Choosing a style and method to match a situation**
- **Unit Twelve - Identifying client needs and expectations**
- **Unit Thirteen - Establishing a Contact**
- **Unit Fourteen - Exit Strategies**
- **Unit Fifteen - Ongoing counselling and support**
- **Unit Sixteen – Appendix**

This Unit contains the following topics: General Counselling Client Information Form, Publications, Addresses, Useful Contacts and Glossary of Health Terms.

### 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, and a larger essay/case study assignment. 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 3 Counselling Award**.

This award has been independently accredited at a level of learning equivalent to level 3 on the National Qualifications Framework (NQF) and is comparable to working at A Level or NVQ Level 3.

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.

**IMPORTANT NOTE:** At present no formal qualifications are required to practice counselling in the UK. However, prospective students are advised that membership of an appropriate professional body is highly desirable (and essential for obtaining professional indemnity insurance).

Membership will generally require a programme of training, plus practical experience gained under supervision, often with a voluntary counselling organisation.

