



CERTIFICATE IN COUNSELLING

FACE-TO-FACE TRAINING COURSE

COURSE OUTLINE

The Certificate in Counselling delivered by Highgate Counselling Centre (HCC) provides trainees with the core skills to understand and apply the basic concepts of counselling together with the skills and knowledge required to facilitate a helping relationship. The course is open to those working in a voluntary or professional capacity, for those wishing to develop their communication skills in a variety of settings and for those taking their first steps into counselling perhaps with the view of becoming a counsellor.

This is a one-year, part-time course, face-to-face training held on Tuesday evenings from 6.30pm to 10pm at North Bank, Pages Lane, London N10 1PP. There is one Saturday workshop during the training.

The aims and objectives of the course, an application form and information regarding selection criteria and the application process are available as downloads from our website.

Successful completion of the course leads to the award of a Certificate in Counselling. Upon successful completion, you will be provided with the opportunity to train further with us and to perhaps participate in our [Diploma in Psychodynamic Counselling](#) (a BACP accredited training).

Please note this is a Certificate in Counselling and is not a Certificate in Psychodynamic Skills or Psychodynamic Counselling.

Applications are now being accepted. Places are offered on a first-come, first-served basis.

COURSE CONTENT

The course focuses on three specific areas:

- Counselling theory and concepts.
- Counselling skills practise.
- Self-awareness and personal development.

BRIEF OVERVIEW OF EACH TERM

The year is divided into 3 terms of 11 weeks duration.

Term 1: Basic Counselling Skills

Topics covered during Term 1 include what is counselling, how counselling differs from other forms of helping, who can be helped by counselling, communication techniques, empathy vs sympathy, responding skills, reflecting skills, paraphrasing skills, non-verbal communication, the core conditions of the person-centred model.

Term 2: Basic Human Development

Term 2 provides an introduction to basic human development, including Maslow's hierarchy of needs, Erikson's psycho-social model, Freud's psycho-sexual model and an introduction to attachment theory.

Term 3: Counselling Modalities

Term 3 provides trainees with the opportunity to explore a range of different theoretical models including psychodynamic counselling, humanistic counselling, Gestalt and CBT. This term also considers the therapeutic frame and boundaries as well as counselling supervision.

Saturday workshop

One Saturday workshop is scheduled during the training. This will be held via the Zoom platform.

Half-term/reading breaks:

There are half-term/reading breaks each term, which are usually in line with the Haringey school timetable. An induction programme will take place before the training commences at North Bank, Pages Lane, London N10 1PP.

THE PROCESS

Each evening begins with a taught element covering the theoretical elements of the topic(s) being delivered. Trainees are provided with a theoretical paper, which they are expected to read, for each evening of the training provided.

This is followed by 'personal development group' which provides an opportunity for you to interact with your peers on a personal and professional level. A range of personal development and reflective activities are provided as part of the training.

Following this, counselling skills practise is time-tabled, which provides you with the opportunity to put into practise the skills being taught. These are usually held in 'triad' format, i.e., helper, client and observer.

ASSESSMENT

Assessment is continuous throughout the course with self, peer, tutor and training manager elements. Please note the following:

- Trainees are required to complete a personal development journal on a weekly basis.
- Trainees are required to complete an academic assignment comprising 2,500 words.
- Trainees are required to submit an end of term reflective view at the end of each term and to attend an end of term tutorial with the course tutor.

- Successful completion of the course with satisfactory progress in theoretical understanding, personal development and in relating theory to personal experience will be necessary to receive the certificate. A minimum attendance of 80% is expected for each term. If you miss a session, you will be asked to complete a 1,000 word summary of the essential reading(s) presented during that evening. This summary should also include your own reflections on the paper(s) presented to demonstrate your comprehension of the concepts introduced or re-visited.

TIME COMMITMENT

Trainees need to allow 7-10 hours per week to cover the following aspects of the course. The figures provided below are a rough guideline but may differ for individual trainees.

- Tuesday evening attendance (3.5 hours per week)
- Saturday workshop/process group attendance (6 hours total)
- Reading and presentations (minimum 3-4 hours per week)
- Personal Development Journal (up to 1 hour per week)
- Academic assignment (approx. 10-15 hours).

COURSE FEE

The fee for the course is £2,350.00. This can be paid:

- As a lump sum, up front, in advance of starting the training.
- Via a place acceptance fee of £550.00 (which secures your place on the course), followed by 10 monthly payments of £180.00 per month. Monthly payments are to be made on the 18th of the month, starting in August and ending in May. You will be asked to set up a standing order to make these payments.
- Other: Please contact Diana Constantinou at HCC to discuss diana.constantinou@highgatecounselling.org.uk

Should you choose to pay the place acceptance fee but do not start the course, you remain liable for all remaining course fees. Should you later choose to terminate your training, or HCC terminate your training, again you remain liable for all remaining course fees.

A registration and interview fee of £50.00 applies. This payment can be made via BACS, is payable with your application, and is non-refundable. You may also pay via card by calling the office on 020 8883 5427.

OPEN DAY

We hold an open day for our Certificate in Counselling training in February/March. If you wish to attend, please get in touch at training@highgatecounselling.org.uk

INDUCTION

An induction session will take place one week prior to the official course start date. This session is designed to help participants familiarise themselves with the cohort, gain an overview of the course structure and expectations, and get things underway. The induction will run for approximately two hours, from 7 - 9pm.

TRAINING START DATE

The training will commence on Tuesday second week of September at 6.30pm until 10pm.

APPLICATION

Individuals are asked to apply in writing. The selection process consists of:

- A completed application form.
- A supporting statement.
- Attending an interview with a member of the training team.
(The cost of the interview is covered by the registration and interview fee).

An application form is available as a download from our website.

Please email (do not post) your completed application form and supporting statement to:

Training Department
Highgate Counselling Centre
training@highgatecounselling.org.uk