

The Norwich Centre

Certificate in Counselling Skills

Kaz Lever & Andrea Rippon

November 2020—July 2021



www.norwichcentre.org

Certificate in Counselling Skills

Kaz Lever and Andrea Rippon

This course is designed to develop counselling skills to both help in the workplace and to prepare participants for further person-centred counselling training. It is particularly suitable for those whose work demands relating with others, such as in the caring professions, teaching, human resources, as well as being suitable preparatory work for professional post-graduate counselling training such as the Norwich Centre Post-Graduate Diploma in Counselling.

This course invites you to develop your ability to listen to self and explore your sense of spirituality. Through offering Rogers' core conditions, the facilitators will endeavour to create an environment where you will feel sufficiently confident to engage in self-exploration and risk sharing with others. It is this increased self-knowledge that can increase the potential for discovering more genuine/authentic ways of relating. You will take responsibility for your own development, whilst respecting the individual processes of other group members.

The course will focus on three main areas:

- unstructured large group work
- exploration of theory
- listening/counselling skills practice

Alongside the experiential learning, you will be asked to undertake one formative and three assessed assignments to reflect your understanding of counselling skills, the person-centred approach and your self-awareness. You will be aided in this by referring to your reflective journal that you will need to maintain throughout the duration of the course. Time spent on reflecting and reading outside of the course will enable you to benefit more fully from the experience.

Please note that one weekend and three full Saturdays of group work are built into the timetable. These form an integral part of the course and it is important that you are able to commit to these from the outset.

The Aims of the Certificate in Counselling Skills:

- To provide training that enables students to develop the skills of the person-centred approach as developed by the late Carl Rogers and his associates.
- To provide knowledge, skills and understanding relating to the contribution of research to the profession.
- To encourage the view that doing research is integral to good practice.
- One unique aim of the Certificate course is to engage in exploration of the implications of person-centred theory and practice for spiritual understanding and development.

- The person-centred focus of the course is reflected not only in the content of the course but also in the model of assessment. At the end of the course each individual engages in a peer and self-assessment process which is monitored by course staff and an external examiner.

Facilitators: Kaz Lever and Andrea Rippon

Kaz taught on the Post-Graduate Certificate in Counselling Skills at UEA between 2012 and 2017. She is a tutor on the Norwich Centre Post-Graduate Diploma in counselling and has also taught on other courses for the Norwich Centre. She first worked at the Norwich Centre as a volunteer counsellor while completing her Masters in Counselling, after which she taught on Introduction-level courses. Kaz gained her FETQ (Further Education Teaching Qualification) in 2003, initially teaching the oil painting and life drawing associated with her first career in the fine arts. She developed an interest in counselling while studying psychology and after having had therapy herself. Kaz works in private practice and is based in Norwich and in Halesworth, Suffolk.

Andrea Rippon has over 20 years' experience of teaching Counselling Skills. She was Course Director of the Postgraduate Certificate in Counselling Skills at UEA between 2000 and 2010. Since then, she has continued to offer introductory courses (approved by the Norwich Centre) through her own business, Stronger Relationships (www.strongerrelationships.co.uk). Andrea's passion is to introduce Person Centred Counselling (Relationship) Skills to people BEFORE they hit the therapy room; and for 20 years she has been working with organisations in higher education, schools, healthcare, the private sector and, more recently, with parents, young people and families.

We hope that Professor Brian Thorne will visit and contribute to the course, but please note he does not work online.

Award: The Certificate in Counselling Skills is designed as a university level course equivalent to 60 credits at NQF Level 6, but is not externally validated. Successful participants will be awarded the Norwich Centre Certificate in Counselling Skills.

Entry requirements: Successful completion of the Norwich Centre Introduction to Counselling Skills Course or equivalent, completed application form and successful interview. The purpose of the interview will be to review the information on the application form and your readiness for embarking on an intensive training of a personally demanding nature. If you have any doubts about your readiness or suitability, please contact the Norwich Centre to arrange an informal discussion.

Number of Participants: 14

Dates: The class will take place on Thursday evenings with two Saturdays and one Saturday/Sunday residential. *

Thursday evenings 6.30 pm—9.30 pm from 5th November 2020 —15th July 2021

Saturday 21st November 2020 10 am—4.30 pm

Residential Weekend Friday 22nd January 2021 5.30 pm—Sunday 24th January 2021 4.30 pm *

Saturday 6th March 2021 10am—4.30pm

Saturday 17th July 2021 10 am—4.30 pm

Cost: £2015 This includes the cost of accommodation and teaching for the residential weekend but not travel.

*The course will be delivered online for the autumn term and we will keep reviewing the situation regarding COVID-19 and our ability to offer a safe working environment, at the Norwich Centre so that we can return to the Centre at the earliest safe opportunity. We will be carrying out a site visit and risk assessment at the residential venue on 1st October 2020 when the venue is allowed to reopen. The arrangements for the residential are subject to the venue being COVID-19 safe, when used in the way we need groups to work. If we are unable to ensure this, the residential will be held online, and the amount of the fee that relates to the residential accommodation will be refunded. We realise this is not ideal, but health and safety comes first.

How to apply:

Please complete the application form and return to Kaz Lever and Andrea Rippon via email to training@norwichcentre.org Please do not post your application form. You will be contacted to advise you if you have been selected for interview. Please note that acceptance on the course is subject to interview. If the tutors do not feel this course is suitable for you they will explain their reasons. If you are unhappy with their decision, you may contact the Centre Director, Caroline Kitcatt to discuss this.

If you are offered a place and you would like to pay by instalments, please contact the Norwich Centre, but please note **all fees must be paid in full in advance of the start of the course.** Terms and conditions apply:

Cancellation Policy

- Bookings cancelled up to two months in advance of the start date will be refunded 80% of the full fee of £2015
- Registrations cancelled from later than two months before the start date will be refunded 50% of the full fee of £2015
- Registrations cancelled one month or less before the start date will not be eligible for a refund

The Norwich Centre reserves the right to cancel the course if numbers are not sufficient for it to run. In the event that the course is cancelled, a full refund will be made of any fees paid.

How to find us: the course will take place at the Norwich Centre, 7 Earlham Road, Norwich NR2 3RA

Car Parking is available in nearby roads

Accessibility: The Norwich Centre is wheelchair accessible. If you have accessibility needs please contact the Norwich Centre to discuss these.

Contact Information

Kaz Lever and Andrea Rippon
training@norwichcentre.org
Tel: +44 (0) 1603 617709
Fax: +44 (0) 1603 886999
Email: training@norwichcentre.org
Website: www.norwichcentre.org

Registered Charity No: 1005967

If you would like this leaflet in large print, audio, Braille, alternative format or in a different language please contact us on 01603 617709 and we will do our best to help