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COUNSELLING SKILLS

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**HONOLULU, HUWAII**

**SUMMER 2021**

**DATE 28TH DECEMBER, 2021.**

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***Introduction to counselling skills***

Counselling is an art and science that deals with the interpersonal, theory based, helping profession to and individual. Its aims is to resolve developmental and situational difficulties. Counselling helps to bring in change in one life, change in thought, change in emotion, and change in behaviour.

Counselling skills are interpersonal technical skills that a counsellor used to better understand and listen to his or her clients. Thought the uses these skills, a counsellor helps a clients to overcome issues that is stopping them from living a happy life. These skills helps them to build rapport, establish trust and ensure that the clients feels heard and understood. Counselling is like vehicle of development that support in change of life and enhancement of a person life. Counselling skills help counsellor s to help clients who want to develop themselves to bring changes in their life. C counselling plays and important role in upgrade and supporting people on their life to be on tract with normal people. With counselling skills a client life could be safe and supported to over come obstacles that come to a client way that can lead to unhappiness on client life. All these could be restored if professional counselling skills are put in place.

***Literature review***

For an effective counselling, a counsellor should have some professional counselling skills.These skills are consists of different types of skills like relationship, helping or counselling, case conceptualization, diagnosis, strategies, and interventions. these skills are described as competencies ranging from the basic and simple level to the more advance and complex one. Therefore more challenging level are examined in different ways. These skills are dimensions as

1, technical skills

2, therapeutic approaches and interventions

3, counsellor cognitive skills development.

Gerontological counselling, rehabilitation counselling, addiction counselling, and career counselling. Each of these counselling has a specific educational and experimental requirements for the practitioners. Counselling acclivities are guided by many ethical and legal standards and can go through distinct stages from initiation to termination. Persona, social, vocational, and educational matters are all areas of concern. And the profession encompasses a number of subspecialties. The important goal of counselling is to facilitating behaviour



change, enhancing one’s coping skills, promoting decision making, improving

relationships, and facilitating one’s potentials.

1, Facilitating behaviour change; behaviour change as a result of the counselling process, although specific behaviours receive little emphasis during the counselling experience. A counsellor must establish specific counselling goals to help a client. In this specification almost all the theories of counselling agreed to bring about a change in behaviour enabling the client to live a more productive and comfortable life. Counsellors believes that the specific goals make understand the specific change,

2, Enhancing coping skills: few people In counselling psychology completely achieve developmental task, inconsistency of significant others can result in ineffective learning in a child. New interpersonal or occupational role demands may create an overload and excessive anxiety. Counsellors helps client to cope with the situation effectively.

1. Promoting decision making: counsellors just promote not to make decision counsellors provides information, provides clarification and sorts out personal issues and emotion, and even attitudes affecting decision making. The client learn how to estimate the probable consequences in personal specification, time, energy, money, risk, like enc............
2. Improving relationships: many people have problem relating to others as much of our life is spent in social interactions. In some counselling theory it stated that some children of insecure and rejecting parents establish their adult relationships differently than those of secure and understanding parents. This issues can be due to poor self image, unstable self esteem or inadequate social skills. Counsellors strives to helps improve quality of relationships. Sometimes some counsellors try to build or improve relationships by improving their relationships with the clients.
3. Facilitating the clients potential: the counsellor attempts to promote the clients growth by improving personal effectiveness and skills like interpersonal relationships and problematic behaviour like smoking, eating, drinking, shyness, anxiety and depression. Counsellor should maximize and individual possible freedom within limitations to maximize a client effectiveness by promoting in giving him or her to control over the environment.

***Guidance and counselling***

Guidance and counselling is a planned and organized work which aimed at assisting the trainee to understand him or herself and to know his or her abilities and develop his or her potentials in order to be able to solves his or her problems and achieve psychological, social educational and professional



compatibility. Also to achieve objectives within the framework of teaching and learning environment.

Guidance is an advice or help given to an individuals especially students, based on matters important in their life like the course they are to choose or the career to embark on. Its the process of guiding, supervising or directing a person for a particular course of action. The process aims at making students to be aware of what is right and wrong on their choice and importance of their decision on which their future depends on.

Counselling is a therapy in which a client discuss freely about their problems and share their feelings with the counsellor. The counsellor advises or provide helps to the client in dealing with the problems. It focus on a client strengths, assets, environmental interactions, educational background, career development and personality. It aims at discussing those problems which are related to personal or socio psychological issues, causing emotional pain or mental instability that makes you feel angry. The counsellor listen to the client problems with empathy and discuss it in confidential environment. Counselling is not only about giving advise or judgemental but helping clients to see clearly the root of problems and identifying the potential solutions to the situation. The counsellor also help to change the viewpoint of the client in helping him or her to make the right decision. It also help the client to remain intuitive and positive in the future.

Guidance and counselling complement each other through there are some differences. Guidance is a group of planned services that include counselling. It provide the trainees with miscellaneous information to upgrade his or her feelings of responsibility, understand him or herself and know his or her abilities to provide guidance services to the trainees. Counselling in the other hand is the procedural aspect of guidance. It is therefore the interaction that comes as a result of the vocational relationship between a socialized counsellor and his or her client where the counsellor give assistance to the client to understand him or herself and knowing his or her abilities and talents to achieve the environmental compatibility in order to attain the appropriate degree of psychological health in line with the techniques and specialized skills of the guidance process.

The concept of guidance and counselling reflect a common meaning which includes awareness, assistance, and change of behaviour to the better but yet stills there is difference between the two concepts which includes;

1.Guidance is an advice or s relevant peace of information given by a superior to resolve a problem or overcome from difficulty. Counselling refers to a professional advice given to a client by a counsellor to help the client to overcome personal or psychological problems.



1. is preventive in nature, whereas counselling tends to be healing, curative or remedial.
2. Guidance assist the client in choosing the best alternative, whereas counselling tends to change the perspective to help the client to get the solution by him or herself
3. Guidance is a comprehensive process that has an external approach, whereas counselling focus on in depth and inward analysis of the problem until the client understand and overcome from it completely.
4. Guidance is taken on educational and career related issues whereas counselling is taken when problem is related to personal and socio psychological issues.

***Concepts of counselling***

Counselling takes place in the context of helping relationship in which the counsellor and the client work together to resolve a problem, change behaviour or foster personal growth and care awareness. Although clients may have a number of helping relationships with friends and family, the counselling relationship is different in a number of ways with friend or family.

* The counselling relationship is not reciprocal. The counsellor job is to focus on the client concern and offer them support and encouragement. This allowed the client to focus on him or herself to developed in life.
* Counsellors are trained professionals who has spent many years learning different ways to help clients to resolve their problems.
* The counselling relationship is always confidential but with friends and family the client might hope that they will keep it confidential.
* Client can always depend on the counsellor to meet at their appropriate set appointment time.

***Who is a counsellor***

A counsellor is a person who understand the feelings of a client and treats it as facts. A counsellor is an individual who also;

1. keep all the information of the client confidential
2. Facilitates discussions on the issues in questions
3. Build self esteem of its client
4. Should also be resourceful
5. Takes client own feelings and ideas for a solution
6. show care to the client and be empathetic to the client
7. Has to have patience all the time
8. Should not get distracted during the session with the client
9. Build a confidential relationship with the client
10. Avoid acting like an expert to the client



***How does counselling work?***

Counselling is about controlling and making necessary changes your client want. In within the therapeutic relationship your client can express deeply held feelings such as anger, pain and anxiety that they may not have fully acknowledged before. By making sense of the past and gaining present behaviour more option can come up for changes in the future. Counselling therapy can be the way towards living in a good and satisfying life. This is about creating the life your client want.

***How offend should a client have appointment***

An appointment would usually be on a weekly basis but it could be more or less by making arrangement. A counsellor should offer appointment on a flexible basis not always regular time each week which is to satisfy the client needs. Most of the counsellors make appointment with their client during weekend to fit the client workload and to avoid the client associate to know the client is seen counsellor for help.

 ***How long should counselling last?***

In normal situation counselling sessions should last for one hour each appointment for approximately 8 to 12 weeks. The number of sessions would depend on the client case and progress.

***Notions and misconception about counselling***

Misconceptions and negative beliefs about counselling in our society are very prominent. The inaccurate images of what the client who is seeking counselling and times spent in counselling, also the nature of counselling relationship that are often found in social media making counselling scary. The myths and realities listed blow will provide more details on the accurate image of what counselling is all about;

***Myth for counselling is for only crazy people or people with problem.***

Among the myths regarding counselling is that it is only used to treat people with psychological illness. Counselling aims at facilitating and helping personal and interpersonal growth. In this regard people in are in different circumstances may find counselling service helpful to their growth. This might be helpful like if a child is in the verge of making decision in their life career. Counselling is necessary to help in making a significant changes in their life. In addition, the other reason why people go for counselling are to seek help with either depression, anxiety, mood fluctuations, fears, addiction, `trauma related stress, eating disorder, marital problem, behavioural problems, parenting, blended families, sexual difficulties and many more life stresses. With this



issues the counsellor work to provide assistance in evaluating the strengths and abilities as well as identifying any barriers or misunderstood that could prevent the client from achieving his or her dreams.

***Myth for everyone will know I am seeing a counsellor***

Its your life as the client and you responsible for the things you do in your life. Counselling is a confidential experience which totally happens between the client and the counsellor. Once you know you attending session make the best use of it, no one will know what are the things being discuss their and its keep confidential. Counsellors are bound by professional ethics and for such they committed to keeping your privacy in both during and after counselling. Only in the case where the individual is in danger or a judge issue mandate such as suicide, child abuse enc.... In this case information of counselling records are shared or issued only with a written authorization for the releasing of the information.

There are many more MYTHS of counselling such as

1. Myth for couple counselling always makes one person the villain
2. Myth for counselling takes forever
3. Myth for counsellor doesn’t know me and can’t help me
4. Myth for counselling will change who I am
5. Myth for counselling is expensive
6. Myth for counselling is like having a paid friend
7. Myth for going to a counsellor means I am out of control
8. Myth fir therapy will blame you and shame you
9. Myth for medication is just as effective as therapy
10. Myth for there is nothing you can do about the past

***Scope of counselling***

Sometimes clients are encourage to meet a counsellor even if they are not sure that they need counselling. In this case any client facing the following common issues are ans should be encourage to meet a counsellor.

* Academic performance
* Family issue
* Trouble with concentrating during studying or attending classes
* Anxiety on exams and presentation
* Achievement conflicts
* Anxiety on persistent worry or panic attacks
* Stress
* Life transition
* Loneliness and isolation



* Difficulty adjusting to life
* Relationship issue
* Friend or room mate conflicts
* Difficulties making or keeping friends
* Lack of self confidence
* Self injury and
* Suicidal thoughts

The psychological counselling service approaches psychological issues from the perspective that psychological health and well being is affected by one’s own personal history and current environment. The aim of psychological service is to assist client in developing healthy and fulfilling relationship. In psychological counselling it believe that each client is unique in which it created many approaches to help clients to move towards the growth of their life and problem solving.

***Necessity of counselling***

Many people are being prepared physically and psychologically to cope with many negative physical and psychological issues that takes place during their life. These events are deaths, injuries, divorce, marriage, stress, unemployment, change in job, war, disaster,birth etc..... Family and friends usually help us to cope with this situation making it painless and transition to accepting the challenges. However, not all accepted or cope with the above events due to the amount of pressure being place on the client. In addition, there are some other factors considered as minor traumas which are created by man which can also cause as much of as a problem on an individual as the major disaster. These are

1. Physical violence
2. Sexual violence
3. Sexual discrimination
4. Sexual abuse
5. Abusive language
6. Intolerance
7. Negligence

All this events weather natural or man made are all resulting in disruption of normal life on and individual. It takes a long process to bring back such people normal life after being expose to such negative life events. These could be helpful and healing in only one way counselling. A client need to find someone who will be interested to listen to him or her on his or her concern to help hi or her to understand and guiding him or her to resolve in a healthy manner.



***Who need counselling***

In lifetime situation we can say we all need counselling sometimes as we encounter different problem on our path in life, however we can specifically need counselling went we are

* Always irritated
* Angry
* Distrustful
* Always suspicious
* Lack self confident
* Always in doubt
* Show anxiety about the future life
* Resents life and family
* Remain isolated
* Lacks willingness to take any initiative
* Show territorial behaviour

***Steps in counselling process***

The top ten steps for counselling to progress are to establish are basic ground rules in what you do and how you operate. These ten steps are

1. Encourage the client to talk about the feelings
2. Validate the feelings with reflective learning
3. Let the client have the chance to speak
4. Provide missing information where it is needed
5. Talk about the client views and goals
6. Communicate what it takes to get to the point
7. Observe signs of trouble and prepare for possible violence and threats
8. Encourage client to develop positive energy towards solution
9. Establish a regular schedule for follow up discussion and give feedback
10. Agree on what step are needed to be taken by the client change the current situation

These steps can be classified into five separate stages. These are

Stage one: relationship building initial-disclosure

Stage two: in depth exploration-problem assessment

Stage three: goal setting-commitment to action

Stage four: counselling intervention

Stage five: evaluation, termination or referral



***Conclusion***

Counselling as this research has shown it is quite a broad and diverse subject. It shared most subject matters especially concerning psychology as a discipline in terms of emotion, behaviour, personality, attention and perception.

Counselling provides an opportunity for an individual to express themselves. Counselling has had many result over the past in solving cases and as expert, counselling psychology is one of the most effective tools in handling mental break down. The result of counselling on its usage in the modern world has become very effective over the past years.

Counselling also plays a significant roles in supporting and providing healthy life to numerous people around the in which it help in developing the career of many people. It also support in saving many marriage and family life. In addition, it was very supportive in healing many events such as stress, anger, anxiety etc. All this where able to healed from an individual due to counselling support.

Counselling also help in developing many students educational career. With counselling many students where able to have the chance to to perform effective than before seeing a counsellor.



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