

# Thinking Ahead?

## Counsellor

Produced by  
Manchester Adult Education Service  
Information and Guidance Team  
Updated: October 2018

Some information extracted from National Careers Service Website

# Learner Services



## To become a counsellor

There are no set requirements but most employers would expect you to have membership of a body on the [Professional Standards Authority's counselling register](#).

You may need to do further study or placement work to gain membership. For professional accreditation you'll have to meet strict rules on training, practice, ethics and length of experience.

You may be able to get into this job through [volunteering](#).

You'll need background checks by the [Disclosure and Barring Service \(DBS\)](#) if you work with people under 18, or with vulnerable adults.

### Duties

You may work in the NHS, education, youth services or charities. There are also opportunities for counselling in the workplace, or for self-employment.

Your day-to-day tasks may include:

- building a relationship of trust and respect
- agreeing what will be covered in sessions
- helping clients to talk about their concerns
- listening carefully, asking questions and checking your understanding
- empathising but challenging when necessary
- helping clients to see things more clearly or differently
- undergoing therapy yourself (needed for accreditation) and meeting your supervisor
- keeping confidential records

In most cases you'll counsel clients on their own, face-to-face, but you may also work with couples, families or groups, or counsel over the phone or internet.

### **Skills required**

You'll need:

- the ability to build trust and make people feel safe
- the ability to speak, listen and observe without judging
- IT and report-writing skills
- the ability to see the impact of your own thoughts and values on your work, time-management skills

### **Local training providers:**

#### **Counselling courses**

**The Manchester College** 03333 222 444 [www.tmc.ac.uk](http://www.tmc.ac.uk)

**Stockport College** 0161 296-5000 [www.stockport.ac.uk](http://www.stockport.ac.uk)

**Tameside College** 0161 908 6600 [www.tameside.ac.uk](http://www.tameside.ac.uk)

**Bury College** 0161 280 8280 [www.burycollege.ac.uk](http://www.burycollege.ac.uk)

## **Degree Level Courses**

**University of Salford** 0161 295 5000 [www.salford.ac.uk](http://www.salford.ac.uk)

### **Chrysalis Not for Profit Ltd - Manchester University -01278 401352**

[www.chrysaliscourses.ac.uk](http://www.chrysaliscourses.ac.uk)

{Please note that Chrysalis Not For Profit Ltd is not part of The University of Manchester. They hire training facilities at The University of Manchester to run our various courses}

### **Funding for Study:**

General information about funding for Higher Education (degree courses) can be found at:  
<https://www.gov.uk/student-finance>

### **Further Information;**

Competition for full-time paid work is strong and many counsellors do a mixture of part-time, voluntary and private work.

With experience, you could set up your own practice.

You could choose to train as a counsellor supervisor or trainer. You could also move into a management or administration role.

You are advised to check material facts as although every effort has been made to ensure that information given is up to date, we are aware that information is subject to change. The website links are used to provide further information and are not intended to signify that MAES endorses such websites and their content.