



# connect

**Course Document**

**Level 6 Certificate in  
Therapeutic Counselling Supervision**

# 1. Welcome

We would like to extend a warm welcome to all Learners enrolling on our courses. Whether you are an experienced Learner or are returning to study after a break, our aim is to support you in the successful achievement of the qualification you have chosen.

We are a specialist counselling training organisation and bring a decade of experience in the design and delivery of counselling courses, to our work. We run courses from various locations and online.

Everyone involved in the work of Connect hope that your time with us will be rewarding and enjoyable and most importantly, that it helps you to achieve your learning goals. We are all practicing counsellors and therapists as well as being experienced teachers and university lecturers. We bring our passion for teaching and counselling profession to the groups that we teach.

We actively promote the ethical framework of the British Association for Counselling and Psychotherapy (BACP). Everyone who works at The Hub are registered or accredited members of BACP.

We offer an integrative and cross modal approach to supervision which means we train supervisors to work with supervisees who practice different therapeutic approaches. We draw on a range of supervisory models to work with the different tasks needed for effective supervision. Our holistic view of wellbeing and mental health extends to work with supervisees.

It may be that your question isn't answered within this course document and if this is the case, do feel free to ask your course tutors, who will be delighted to answer any questions you may have.

## **2. Level 6 Certificate in Therapeutic Supervision**

### **The Course Aims**

This course is a part time course covering 90 guided learning hours. This qualification is designed to give learners the knowledge, skills and competencies to work as supervisors within the field of counselling and psychotherapy.

### **The Course Content**

The course takes a cross modal approach to supervision, meaning we will cover both developmental and process models of supervision.

There will be time spent looking at what supervision actually is, the ethics of supervision and draw on the work of Kohut to explore the supervisory relationship. There will be an opportunity to look at what makes supervision effective, the responsibilities that come with being a supervisor and plenty of supervision time to explore our practice as supervisors.

## Entry Requirements

You need to have completed a Level 4 Diploma in Therapeutic Counselling or the equivalent and a level 5 qualification or other suitable post qualifying experience. You also need to have completed at least 450 hours of practice as a counsellor. You need to be over 19 years old. We do not recommend that you begin this course if you are currently struggling with severe emotional difficulties. We will discuss any personal situations with you at the time of enrolment to ensure that you are in the best position to get the most out of the course and achieve your qualification. We do ask that you ensure that you are academically and emotionally able to cope with this level of training. It is also really important at this level that you are able to work with challenge and feedback from peers and tutors and that you feel comfortable to challenge and give feedback yourself.

You will need to be able to read and have sufficient writing skills to meet the written work requirements for the course. We suggest that at least a GCSE Grade C or above in English would be a great advantage to you in the completion of the written aspects of the course. It would benefit you greatly if you are able to form a therapeutic relationship and have good self awareness and the ability to make links. You will need access to a computer and printer and have adequate IT skills.

## Online Courses

If you are taking this course online, you will need to make sure you have access to a good broadband signal and be able to work from a place which is private and where you will be uninterrupted during the course sessions. This is essential for privacy and for your own and others confidentiality.

## Course Requirements

The programme for this course includes theory lectures, demonstrations, group work, peer to peer supervision sessions, tutor and peer assessed observations of practice, a weekly learning journal, self reviews and tutorials. You will need to allow around 3-4 hours per week for homework.

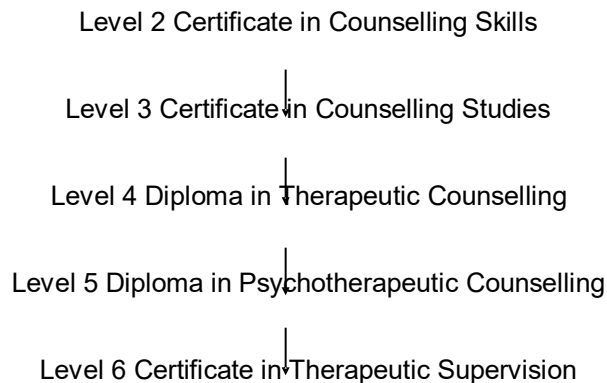
You will need to complete 15 hours of supervision practice either in independent practice or in the role of supervisor in an agency setting. It will be your responsibility to find either private supervisees or a position within a counselling agency in order to complete these hours.

You will need to undertake a minimum of 5 hours of supervisory supervision during the course. The cost of this is not included in the course fees.



### 3. Progression Opportunities

Connect offer a complete progression route from Level 2 through to Level 6. All of these courses are accredited by The Counselling and Psychotherapy Central Awarding Body (CPCAB)



### Open University Foundation Degree

Learners who complete a CPCAB level 4 and 5 course can use their academic credits towards the OU Foundation degree. More information about this can be found on both our website and the CPCAB web site.

### 4. What to Expect

A typical course session will begin with a check in. This is a chance to share with the group something of how you are feeling and what is going on for you. It is a good way of “arriving” and an opportunity to practice empathic listening and to get to know more about the other members of the group.

This is followed by the delivery of some theory or the introduction of a new concept and small group work, pair work and skills practices provide you with the opportunity to practice the new ideas you have learnt.

### 5. Attendance Requirements

You will need to attend 85% of the course sessions in order to complete the training successfully. There may be times when there are exceptional circumstances which make this difficult and such situations will be discussed with you personally.

### 6. Equal Opportunities

At this level of training we promote autonomous learning and so if you would like a tutorial to discuss any aspect of the course, you can request one. They will be available at the start and the end of the session. If you need to talk to a tutor, please let one of them know and arrange an appointment. Likewise, if we need to talk to you about an aspect of the course that cannot be addressed in the group, we will invite you to a tutorial

When you apply for a place on the course, we will ask for details of any additional learning needs you may have, such as dyslexia and we will discuss these with you to ensure we can accommodate your requirements. If we are unable to, we will signpost you to another training provider who may be able to meet them. Our premises are totally accessible to wheelchair users and we have disabled parking available. Assistance dogs, signers and interpreters are welcome and will not need to pay any fee to attend the course sessions.

Our Equal Opportunities policy is available to students in the students resources section of our website.

## 7. Course dates, deadlines, times and important dates

A list of all course dates, times, deadlines for course work and details of the external assessment will be provided separately. Please make a note of important dates and times, such as deadlines and external assessment dates as missing these could compromise your successful qualification from the course.

## 8. Policies and Procedures

Connect and it's associates are committed to working ethically and in line with the British Association for Counselling and Psychotherapy's ethical framework,

We have a range of policies and procedures which will be available to you via our website, once you have enrolled. These policies are designed to keep you safe, offer you the best opportunities and to ensure that the learning environment is ethical, fair and adheres to legal requirements. If you would like any information on any of our policies or procedures before you enrol, please ask and we will be delighted to provide you with a copy. Upon registration you will be given access to the students area of the website, where these documents can easily be accessed.

## 9. Internal Moderation and Verification

### Internal Moderation

To ensure that the assessment of your coursework is fair and consistent, a sample from each group will be examined by an internal moderator. The moderator will check the marking of course work such as assignments and learning journals and provide feedback to the teaching team on the nature, quality and consistency of their assessments. You will need to make your portfolio available for the moderators visit.

### Internal Verification

Verification is the 'BIG' picture, an over view of the whole process of developing, delivering, assessing and moderating units/qualifications.

Our internal verifier will monitor that our programmes are properly in place and are operating effectively.



## 10. Complaints and Appeals

We are confident that your learning experience with us will be an enjoyable, worthwhile and valuable experience. However if you feel that we have let you down in some way during any part of your experience with us then you can be assured that we have a complaints and appeals procedure which will ensure that your complaint or appeal is dealt with in a professional way.

Full details of the complaints and appeals policy is available in the learner area of our website. It is summarised below:

### Learner Complaints Procedure

Should you have a complaint about any aspect of your experience of us as an organisation or the training you have received, then we really would like to know about it. Our complaints policy (available in the students section of the website), outlines the way in which your complaint can be presented to us and how we will deal with it.

### Academic Appeals Procedure

If you have a complaint about a decision we have made regarding an aspect of your internal assessment, then we will deal with your appeal in line with the procedure described in the students resources section of the website.

## 11. Assessment

To achieve the qualification, students must be internally assessed as proficient in all seven learning outcomes of the qualification and must be assessed as proficient in the external assessment. Students must give two pieces of evidence for each criterion. These pieces of evidence can be in the form of written work, peer and tutor testimony. The completed candidate learning guide must contain evidence of all three of these assessment methods. Students will need to write a structured case review of 3000-3500 words which will be sent to CPCAB for assessment.

## 12. Reading List

Supervision in the Helping Professions - Peter Hawkins and Robin Shoet

Supervising Counsellors and Therapists: A Developmental Approach - Stoltenberg and Delworth

Good Practice in Supervision with Psychotherapists and Counsellors - Don Feasey

Practical Supervision: How to Become a Supervisor for the Helping Professions - Penny Henderson

Passionate Supervision—Robin Shoet

Standards and Ethics for Counselling in Action - Tim Bond

Effective Supervision for the Helping Professions - Michael Carroll



'Supervision is a place where a living profession breathes and learns ... supervision can be a very important part of taking care of oneself, staying open to new learning, and an indispensable part of the coach's on-going self-development, self-awareness and commitment to learning.'

Hawkins and Shoet