

**SOS POLITICAL SCIENCE AND PUBLIC
ADMINISTRATION**

MBA HRD – 406(a) Optional Paper

**SUBJECT NAME: COUNSELING SKILLS
FOR MANAGERS**

UNIT-IV

TOPIC NAME: COUNSELING PROCESS

What is Counselling?

Individuals working in an organization or students in a school are very important and quite a valuable asset. Similarly, they too have emotions and feelings. However, sometimes emotions, as well as feelings, become overwhelming and people lose their confidence. There are many reasons behind that. Nonetheless, they have a negative impact on the quality of their life. Counselling is a type of therapy which helps the individual overcome their problems. Moreover, it helps them gain their lost confidence. Therefore, counselling refers to the process of helping a person face their problem and overcome it.

The people who carry out the counselling process are known as counsellors or therapists. There are various types of counsellors depending on their field of specialization. They spend years studying the specific field and practicing their therapy. Counsellors can be found everywhere from a school to hospitals and from rehabilitation facilities to workplaces. Some also maintain a private practice.

Types of Counselling

There is a number of counselling which take place these days. They are mainly divided as per the various fields. This allows people to choose the counsellor as per their specific problem. Moreover, this assures the counsellor doing the work is a specialist in their respective field. The following are the most common types of counselling:

- **Marriage and Family Counselling**
- **Educational Counselling**
- **Rehabilitation Counselling**
- **Mental Health Counselling**
- **Substance Abuse Counselling**

Marriage and Family Counselling

People often face a lot of problems in their marriage and family life. Sometimes, these troubled people find it hard to cope up with their life. This results in constant fights with their partners or family members. Marriage and family counselling comes in here. In other words, it helps people with these problems. They take them into confidence and prescribe solutions that will help them overcome their problems.

Educational Counselling

A student who is fresh out of school or college is often clueless as to which career to choose. This is completely normal for kids of that age to feel like that. Furthermore, sometimes even working individuals feel like that in the midst of their careers. This is nothing to worry about. Educational counselling helps these people in choosing their career path. They conduct seminars and orientations or private sessions where they discuss the interest of their client and offer solutions accordingly.

Substance Abuse Counselling

Substance abuse counselling is a form of counselling which helps people in treating them and supporting them from breaking free from their drug and alcohol addiction. It helps people discuss the cause of this addiction and reach to the root of it. The counsellor thereby suggests coping strategies which make a positive impact on their lives. Moreover, they also provide them with practicing skills and behaviors which helps in their recovery.

In conclusion, all types of counselling carry equal importance. They allow people to work through their problems and lead a happier and healthier life. There is no shame in taking counselling sessions as it only helps in the growth of an individual. In addition, counselling also helps save lives.

Rehabilitation Counselling

This type of counselling refers to a practice where the counsellor helps people with their emotional and physical disabilities. Furthermore, these counsellors teach these people ways to live independently and maintain gainful employment. It evaluates the strength and limitations of their patients. In short, they help people in guiding them and assisting them to lead independent lives.

Mental Health Counselling

Mental illnesses have become very common these days. Awareness has helped people identify the symptoms of it and visit mental health counsellors. Mental health counselling helps people deal with issues that impact their mental health and well-being. Some of the mental illnesses are depression, PTSD, ADHD, Bipolar disorder, and more. This counselling focuses on these issues and helps in resolving them for a healthier life.

The Process of Counseling

Opening:

Exploring Client Understanding:

Understanding:

Intervention:

Exploring Problems:

Empower to Create Own Solutions:

The Process of Counseling

Opening:

The opening process is perhaps, one of the most important parts of the interaction with your client. It is your chance to get to know your client and for them to get to know you. It is also where you will set the tone for the rest of the therapeutic relationship.

Exploring Client Understanding:

The exploration process is where you will begin to understand your client. You will explore their past and evaluate their current concerns. Here, you will together establish goals and set expectations.

Understanding:

Important in developing a strong relationship with your client, you can demonstrate understanding by using verbal and nonverbal cues, as well as reflections and paraphrases.

Intervention:

The intervention process is about choosing the appropriate counseling techniques that will encourage growth within your client.

Exploring Problems:

Exploration is the process of learning more about your client and why they have come to counseling. Exploration is necessary in truly understanding a client's thoughts and feelings in relation to their pressing problem.

Empower to Create Own Solutions:

Empowering your client is not about providing them with all the answers. It is about empowering them, with your counseling skills, to find their own solutions.