

# **SOS POLITICAL SCIENCE AND PUBLIC ADMINISTRATION**

## **MBA HRD – 406(a) Optional Paper**

### **SUBJECT NAME: Counseling Skills for Managers**

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#### **UNIT-IV**

#### **TOPIC NAME: COUNSELING IN EDUCATIONAL SETTINGS, SPECIAL AREAS IN COUNSELING HANDLING**

#### **INTRODUCTION**

In this paragraph we are dealing with counseling in educational settings. We start with Guidance, its definition and description. What guidance is and how it is done in regard to students. This is followed by objectives of student counseling which includes giving information to students on matters important to success, help students in solving their problems, to help student to work out a plan etc. Then we take up the scope of student counseling in which we include individual and group counseling in addition to the various other scopes listed Then we take up educational counseling in which we discuss educational guidance and its various components. This is followed by a discussion on career counselling followed by Group counseling, its advantages etc.

#### **EDUCATIONAL COUNSELING SETTINGS**

According to Brewer, “Educational guidance is a conscious effort to assist in the intellectual growth of individual- anything that has to do with instruction or learning may come under the term of guidance.” Jones clarified, “Educational guidance is the assistance given to the pupils in their choices and adjustments with relation to schools, curriculums, courses and school life.” Hence, career counseling may be seen as an extension of educational guidance and both are inter-dependent and inter-linked with each other.

The following are the functions of educational counseling:

- a) Making a good beginning This aims at preventing drop-outs, highlighting the incentives of good education, thus paving way for a good educational beginning for the child.
- b) Planning intelligently The counselor provides the opportunity to children to explore his abilities, aptitudes and interests, and relate them to the courses available in secondary school.
- c) Secondary stage It acquaints students with the nature and purpose of senior secondary school curriculum through class talks, and exploratory or try-out courses when possible.
- d) Improvement in the method of study Wherever required, the counselor may suggest important improvements in the study method of the individual. These may include mode of taking notes, mode of reading, mode of memorising.

#### **SPECIAL AREAS IN COUNSELING HANDLING-**

#### **GUIDANCE**

Guidance may be defined as the process of helping the individual in selecting, preparing, entering and progressing in the behavioural patterns which comprise human activities in the

educational, vocational, recreational field as well as in connection with community service group. Husband, in his book entitled Applied Psychology, has defined the term as, “Guidance may be defined as assisting the individual to prepare for his future life, to fit him for his place in society.” In this way, guidance prepares the individual for his life. It informs the individual of the kind of education that he requires, the subjects that he would be advised to choose in his study, the vocation of which he should apply himself when old enough, as well as the means he should employ when faced with problems that he must solve. The counselor’s guidance helps an individual to fit into his or her role and status in society.

In the words of Jones (1951), “Guidance involves personal help given by someone; it is designed to assist a person in deciding where he wants to go, what he wants to do, or how he can best accomplish his purposes; it assists him in solving problems that arise in his life. It does not solve problems for the individual, but helps him to solve them. The focus of guidance is the individual, not the problem; its purpose is to promote the growth of the individual in self-direction.”

The following may be summed up as the characteristics of guidance:

- 1) It is promotion of the growth of the individual in self-direction.
- 2) It is the process of helping the individual in effecting changes in him.
- 3) It helps the individual himself through his own efforts.
- 4) It assists an individual to find his place.
- 5) It is helping the individual to establish harmonious relationships.
- 6) It is assisting the individual to adjust himself.
- 7) It is helping the individual in making appropriate educational, vocational and personal choices.
- 8) Its programme and content is organised.
- 9) It consists of specialised services – counseling, educational and vocational information placement and follow up.
- 10) Its programme is an integral part of the school system.
- 11) It is helping an individual to identify and develop his potentialities and talent.

## **STUDENT COUNSELING**

School is absolutely a place of growth as well as occasional, associated growing pains. In elementary school and middle school, students are learning the basics of interacting and cooperation, socialization, academic resolve, and much more. In high school, these benchmarks of growth evolve but often retain similar attributes. Finally, those moving on to college find a whole new set of challenges awaiting. Enter the professional field of school counseling.

At each grade level, students in nearly all American schools are provided access to a school counseling operation within the school setting. From this central location, students can seek assistance and advice with all sorts of issues they may experience. It is also from here that the

practicing counselors may take proactive steps in addressing issues throughout the entirety of the school and student body. The ultimate goal is to provide healthy advisory services to students as they make their way through the various challenges faced in achieving their education.

## OBJECTIVES OF STUDENT COUNSELING

Dunsmoor and Miller believe that the core of student counseling is to help the student to help himself. From this point of view they describe the following objectives of student counseling:

- To give the student information on matters important to success.
- To get information about student which will be of help in solving his problems.
- To establish a feeling of mutual understanding between student and teacher.
- To help the student work out a plan for solving his difficulties.
- To help the student know himself better – his interests, abilities, aptitudes and opportunities.
- To encourage and develop special abilities and right attitudes.
- To inspire successful endeavor toward attainment.
- To assist the student in planning for educational and vocational choices.

## SCOPE OF STUDENTS COUNSELING

Counseling in educational settings has a vast scope. Williamson summarises it: “The techniques of counseling individual students may be observed in greatly modified form, in the individualised service; granting loans and scholarships; handling discipline cases; assignment of rooms and selection of room-mates in dormitories; advising on student activities and programmes; helping students choose vocational objectives; selecting optional courses of study; learning to read at college rate and comprehension.”

Professional school counselors ideally implement a school counseling program that promotes and enhances student achievement. Professional school counselors meet the needs of student in three basic domains: academic development, career development, and personal/social development (Dahir & Campbell, 1997) with an increased emphasis on college access.

School counselor interventions include individual and group counseling for some students. For example, if a student’s behaviour is interfering with his or her achievement, the school counselor may observe that student in a class, provide consultation to teachers and other stakeholders to develop (with the student) a plan to address the behavioural issue(s), and then collaborate to implement and evaluate the plan. They also provide consultation services to family members such as college access, career development, parenting skills, study skills, child and adolescent development, and help with school-home transitions.

School counselors develop, implement, and evaluate school counseling programs that deliver academic, career, college access, and personal/social competencies to all students in their schools.

## **CAREER COUNSELING**

Super posited five stages of vocational development:

- Growth (up to 14 years)
- Exploration (15 to 24 years)
- Establishment (25 to 44 years)
- Maintenance (45 to 64 years)
- Decline (post 64 years)

The focus in career counseling is generally on issues such as career exploration, career change, personal career development and other career related issues, often occurring in the Growth and Exploration stages of vocational development. Typically when people come for career counseling they know exactly what they want to get out of the process, but are unsure about how it will work.

The approach of career counseling varies, but will generally include the completion of one or more assessments. These assessments typically include cognitive ability tests, and personality assessments. Based on the interest of the client, his aptitude and the personality factors of the client, a career most suited for him is suggested.

## **GROUP COUNSELING**

A group counseling intervention is a planned, developmental program of guidance activities designed to foster students' academic, career, and personal/social development. In group counseling, a school counselor works with two or more students together. Group size generally ranges from five to eight members. In a group setting, group members have the opportunity to learn from each other. They can share ideas, give and receive feedback, increase their awareness, gain knowledge, practice skills, and think about their goals and actions. Group discussions may be problem-centered, where attention is given to particular concerns or problems. Generally, information received from clients is private and confidential.

According to Crow and Crow, "Guidance in a group usually is thought of as referring to those guidance services that are made available by school personnel to large or small group of pupils."

Group counseling is an important and effective intervention technique that has been recognised by the profession for many years. School counselors have all been trained in group counseling techniques and may find it to be more effective and efficient than individual counseling for selected students.

### **Objectives of Group Counseling**

Kitch and McCreasy have listed the following objectives of group counseling:

- To assist in the identification of common problems;
- To provide information useful in the solution of adjustment problem;

- To provide opportunities for experiences that promote self-understanding; and
- To lay the foundation of individual counseling.

### Advantages of Group Counseling

**Efficiency:** Enables the counselor to convey relevant information to a group of students thus saving time and effort.

*Opportunity to understand students in group situations:* The counselor gets an opportunity to acquaint himself with the social attitudes and behaviour of students.

*Discussion of common problems of students:* Students get a chance to come up with their common problems and also find out solutions for the same with the help of the counselor and also of fellow-students.

*Balanced Judgments:* In group counseling, students usually accept suggestions that have grown out of face exchange of opinions and realistic analysis of attitudes.

*Enlightenment of students:* Through group discussion, the normal student learns to manage his own affairs in a better way.

*Collective judgment on common problems:* Group counseling provides outlets for discussion to the problems which the students might be uncomfortable with or unwilling to discuss in private interviews.

## **INDIVIDUAL COUNSELING**

Individual counseling is a personal opportunity to receive support and experience growth during challenging times in life. Individual counseling can help one deal with many personal topics in life such as anger, depression, anxiety, substance abuse, marriage and relationship challenges, parenting problems, school difficulties, career changes, etc.

Individual counseling (sometimes called psychotherapy, talk therapy, or treatment) is a process through which clients work one-on-one with a trained mental health clinician in a safe, caring, and confidential environment. Counseling allows individuals to explore their feelings, beliefs, and behaviors, work through challenging or influential memories, identify aspects of their lives that they would like to change, better understand themselves and others, set personal goals, and work toward desired change.

Individual counseling is counseling focused on the individual's immediate or near future concerns. Individual counseling may encompass career counseling and planning, grief after a loved one dies or dealing with problems at a job before they become big. Individual counseling is a one-on-one discussion between the counselor and the client, who is the person seeking treatment. The two form an alliance, relationship or bond that enables trust and personal growth.