

# COSCA Counselling Supervision Certificate: Course Information

## Rowan Consultancy

Rowan exists to facilitate personal and organisational development through increased self-awareness and learning. Founded in 1997, we deliver:

- counselling for individuals couples, families, children and young people throughout Scotland
- counselling skills training
- supervision
- coaching
- facilitation
- workplace mediation.

Rowan is an organisational member of COSCA (Counselling and Psychotherapy in Scotland) and abides by the COSCA Statement of Ethics and Code of Practice. All our training courses are delivered in accordance with our anti-discriminatory and equal opportunity policies, which are available on request.

## Course Outcome

After successfully completing Parts 1 and 2 of the Counselling Supervision Certificate:

- if you already have a counselling Diploma you will be qualified to provide supervision for counsellors.
- If you have a qualification in counselling skills (eg COSCA Certificate in counselling skills) then you will be qualified to supervise practitioners at counselling skills level within your agency.

If you successfully complete Part 1, but not Part 2, then you will be awarded the COSCA Counselling Supervision Skills Certificate. You would be enabled to use your own supervision more fully and effectively. You would not be qualified as a supervisor.

The COSCA Counselling Supervision Certificate has been awarded 15 SCQF credits at SCQF level 9.

The COSCA Counselling Supervision Skills Certificate has been awarded 10 SCQF credits at SCQF level 9.

## Who is it for?

- Counselling practitioners with at least two years' post-qualifying experience who wish to become supervisors.
- Counselling and counselling skills practitioners already working as supervisors who seek to develop their skills and understanding.

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## Course Aims

1. To introduce participants to essential theoretical concepts of counselling supervision, including:
  - a. Models of supervision
  - b. Contracting
  - c. Unconscious process: parallel process, projective identification, transference and counter-transference
  - d. Ethics
  - e. Creative approaches
2. To introduce essential supervision practice skills
3. To provide participants with an opportunity to practice these skills in a safe and supportive environment
4. To set these skills and the theory within an ethical framework
5. To increase personal growth and self-awareness as pertinent to counselling supervision
6. To provide a suitable foundation for possible further training in supervision.

The Learning Outcomes and Content are stated in the Course Outline, available on the COSCA website, [here](#):

## Structure of the Counselling Supervision Certificate

The COSCA Counselling Supervision Certificate consists of two parts, Part 1 and Part 2.

The course is experiential and student centred in its approach. Our aim is to create an environment that is safe, confidential, supportive and challenging. Each day will involve a mixture of skills training and practice, small group work, tutor input and large group discussion. Individual reflection and increasing self-awareness are key elements of the training.

### Part 1

12 Units delivered face-to-face in Perth over 3 weekends. Current dates are available on our website Training Calendar.

### Part 2

At least 12 supervised hours working as a supervisor with not less than 2 supervisees and not more than 4. Participants are responsible for finding their own supervisees and their own supervisor, in accordance with the following COSCA criteria.

Placement supervisors must not be your line manager. Your supervisor must be an appropriately qualified and experienced counsellor or counselling skills user. It is desirable but not essential for them to have a supervision qualification. You will give details of your supervisor in your application form and the course tutor will decide if they are suitable.

### **Assessment**

The purpose of the assessment process is to support you in your learning. Formative assessment is undertaken throughout the course, as part of the teaching.

The summative assessment components are:

1. 100% attendance is expected and you are expected to commit to this in advance.
2. Supervisor Information Form evidencing that the participant's supervisor is appropriately qualified and experienced and is not their line manager.
3. Observed practice of skills, assessed against the Essential Skills of a Supervisor, given in the Learning Outcomes on the website link above.
4. Transcript of 10 minutes of supervision, with analysis and conclusion (2000-3000 words), submitted one month after the end of Part 1 (ie one month after the final weekend).
5. Case study: 2000-2500 words demonstrating:
  - skills and theoretical understanding
  - ability to self-reflect and be sensitive to unconscious communications
  - knowledge of the course reading
6. Supervisor Report Form evidencing supervision received in a ratio of 1 hour's supervision to every 6 hours of supervision practice.
7. Supervision log, evidencing a minimum of 12 supervisee contact hours, completed within 12 months, with trained or trainee counsellors or counselling skills users

Further details about assessment criteria will be provided by your trainer. You have 12 months from the end of Part 1 to submit the case study, supervision report form and supervision log.

A sample of anonymous assignments is read by our external assessor and an internal verifier. Your assignments will be destroyed 3 months after final submission of the case studies and any other records 3 years after the course start date.

This course is SCQF Level 9 ie degree level. We can provide limited Study Support on request if you need some assistance to write at this level.

## Entry Requirements

This course is aimed at counselling (skills) practitioners with sufficient experience to enable them to support other practitioners through supervision. This is reflected in the entry requirement for the course, which are that you:

- are currently practicing as a counsellor or counselling skills practitioner under supervision
- EITHER have a Counselling Diploma or equivalent  
OR have a Certificate in Counselling Skills and are working for an agency that is sponsoring your place on the course
- have delivered a minimum of 100 hours post-qualifying supervised client work
- can evidence at least four years' post-qualifying experience as a counselling or counselling skills practitioner

If you have 2 or 3 years' post-qualifying experience you may be able to start the course but we would need to interview you to decide.

## Additional Fees

If you need to resubmit an assignment or submit it late, without agreeing extension, there is an additional marking fee of £60. If you need extra tutorial time outwith the 6 days of each module, this will be charged at £55 per hour.

## Data Protection

Rowan Consultancy complies with the provisions of the General Data Protection Regulation in relation to how we handle any personal data we obtain from you. Our Privacy Policy is available on our website.

## Certification

On successful completion of the certificate, each registered participant is awarded a COSCA Certificate, which confirms the professional award included in the programme.

These certificates are issued direct to Rowan Consultancy who passes them on to the participants.

In order to ensure that you are registered with COSCA, you need to complete the permission form, which your trainer will give you. You are entitled to withhold this permission. In this case, however, you would not be able to receive the relevant COSCA Certificate on completion of your studies.

## Reading

You will need to read about supervision and reference your reading in your assignments. Some books we recommend are:

- Hawkins P and Shohet R (2012) *Supervision in the Helping Professions*, Open University Press
- Lahad, M (2000) *Creative Supervision: The Use of Expressive Arts Methods in Supervision and Self-Supervision*, Jessica Kingsley
- Carroll, M (2014) *Effective Supervision for the Helping Professionals*, Sage
- Bond T (2015) *Standards and Ethics for Counselling in Action*, Sage

If you want to do some reading before the course starts, we recommend the Hawkins and Shohet book.

You will be given a participant's handbook on the first day of the course.

## The External Assessor

The External Assessor is independent from Rowan Consultancy. Their role is to verify that we are upholding COSCA's standards and to evaluate our delivery of the Certificate. The External assessor is Maggie Harris, who you can contact on [maggie@ukgo.com](mailto:maggie@ukgo.com).

## Supervisor

If you change supervisor during this training, your new supervisor will need to complete the Supervisor Information Form and be approved by your trainers.

## Complaints

you are dissatisfied or have any concerns with your training, please discuss this with your trainer first. If you continue to be dissatisfied, you can make a formal complaint. Our complaint procedure is available on the [our website](#).

## Appeals

You can appeal against an assessment decision up to two months after you receive your tutor's written assessment feedback. It will be then be marked blind by another tutor or the Head of Training and we will reconsider the assessment decision and get back to you within a month of receiving your appeal.

## Application

Please complete and return the application form which is available on our website.