Core Counselling Skills: Facilitator Pack

THE TALKING THERAPIES UK FACILITATOR PACKS



Core Counselling Skills: Facilitator Pack

Teaching the course to a group

A facilitator pack · 2 sessions · for trainers

TALKING THERAPIES UK

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First edition, 2026.

This pack accompanies the course “Core Counselling Skills” on Talking Therapies UK Training & CPD and its course book. It is drawn from the course and is kept current with it: whenever the course changes, the pack is set again.

Revision 2. This printing was set on 9 November 2026 from the course as it stood that day.

A note on teaching from this pack. It supports qualified trainers and supervisors teaching within their competence. Running the course from it does not award the course’s CPD certificate, which participants gain by completing the course online.

Set in Poppins and Roboto, the Talking Therapies UK typefaces.

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How to use this pack

This pack is for trainers and supervisors who teach the Talking Therapies UK course “Core Counselling Skills” to a group: a session for each of its 2 modules, with timed plans, the points to draw out, group activities and discussion questions, the course’s assessment with answers, an attendance register and an evaluation form.

Part 1 sets out the course and how to plan it. Part 2 has a timed plan for each session, built from the course’s own modules, lessons and practice tasks; read it with the module it teaches. Part 3 holds the course’s assessment with its answers, an attendance register and an evaluation form.

What this pack covers

- Plan the course as 2 sessions
- Follow a timed plan for each session
- Draw out each lesson’s key points
- Run each lesson’s practice task as a group activity
- Check understanding with the course’s own questions
- Keep a register and gather evaluations

PART 1

Planning the course

What the course covers, who it is for, and how to run it.

CHAPTER 1

About Core Counselling Skills

Every effective helping conversation, in therapy, healthcare, education or management, stands on the same foundations: the capacity to attend fully, to hear accurately, and to respond in a way that moves things. This course teaches those foundations properly, for trainees beginning a counselling journey and for any professional whose work depends on conversations that matter.

You will begin with the person-centred tradition and Rogers' quietly radical claim: that people possess an actualising tendency, and that empathy, unconditional positive regard and congruence are not pleasantries but the active conditions of change. You will learn to treat empathy as a discipline rather than a temperament, something practised, checked and refined. The second module turns to the skills in action: attending and the deliberate use of silence, reflection that proves you have heard, questions that open rather than interrogate, and the summaries that give a helping conversation its shape and direction.

Each of the nine written lessons pairs teaching with key points and a practice task you can apply in real conversations immediately, and a built-in study tutor lets you test your understanding as you go. Six hours of CPD, around six months of access, a final assessment, and a personalised certificate on passing.

By the end of the course, participants will be able to

- Describe the core conditions of person-centred practice and why Rogers held them to be necessary and sufficient
- Demonstrate attending, active listening, reflection and paraphrase that deepen rather than steer the client's exploration
- Use questions, silence and summarising with intention rather than habit
- Recognise the difference between empathy and sympathy, and between the client's frame of reference and your own
- Hold appropriate boundaries around the work, including openings, endings and confidentiality
- Reflect on your own listening blocks and habitual responses as a developing practitioner

Who it is for

The course is pitched at practitioners and trainees meeting the subject for the first time, and colleagues in allied roles who want a grounding in it.

At a glance

- 2 sessions of about 180 minutes, one for each of the course's modules.
- The online course is accredited for 6 hours of CPD.
- Each participant needs the course book, or access to the online course, for reading between sessions.

CHAPTER 2

Planning the sessions

Run one session for each module, a week or a fortnight apart, so that participants can read the module and try its practice task between sessions. The sessions can also be run as a block over two or three days.

OVERVIEW

The course at a glance

Session	Module	Lessons	Time
1	The person-centred foundation	4	180 minutes
2	The skills in action	5	180 minutes

The group

- Six to sixteen participants: enough for small-group work, few enough for everyone to contribute.
- Agree ground rules at the first session: confidentiality, respect for different experience, and how participants will speak about their own clients (with nothing that could identify them).
- Ask before the course about access needs, and send any reading a week ahead.

What you need

- A copy of this pack, and the course book or the online course for each participant.
- A flipchart or whiteboard, and space for groups of three or four to work.
- Printed copies of the attendance register and the evaluation form in Part 3, which you may copy for the groups you run.

Keeping it safe

Training about psychological difficulties can bring up participants' own experience. Say at the start that anyone may step out, have someone available to talk to afterwards, and know where to point a participant who is struggling: their GP, their own supervisor or employee assistance programme, or Samaritans on 116 123.