

# Certificate Adult Guidance Theory and Practice

(Level 8)



# Introduction

The course had been developed by the Department of Adult and Community Education, Maynooth University in collaboration with current agencies and other stakeholders in the field of Adult Guidance. The course will begin to address the needs of those working in a guidance capacity with adult learners, unemployed and disadvantaged adults and those exploring career options. It will introduce people to models of labour market educational guidance and will begin to explore the theoretical principles which underpin good guidance.

## The course will begin to:

- Familiarise participants with theories and approaches to adult guidance counselling;
- Provide an opportunity for participants to develop increased self awareness;
- Develop participants' applied skills in adult guidance;
- Provide a forum for practitioners to explore models of good practice;
- Explore the relationship between unemployment, poverty and social exclusion.

## Entry Requirements

Participants will have a minimum of 6-8 months experience of working directly with clients in an adult guidance counselling context. The course will be particularly suitable for those who want to develop and enhance their theoretical understanding of adult guidance and counselling. It will enable participants to develop the appropriate skills and knowledge to access the Diploma/ Postgraduate Diploma in Arts (Adult Guidance Counselling) – subject to selection process.

## Course Delivery and Duration

The course will be delivered in an open learning format incorporating home based learning materials and workshops.

- (i) Home based learning materials = 100 hours
- (ii) 7 workshops = 100 hours

The 7 workshops, normally in units of 2 days duration (Thursday and Friday, 9.30 – 5.00pm) once a month over 7 months, will provide an opportunity for participants to familiarise themselves with adult guidance and reflect on their work. The methodology of the workshops will be based on an experiential approach which encourages people to engage in a critically reflective process of learning.

## Course Content

In every workshop a number of sessions will be allocated to:

- An exploration of the models and approaches to guidance counselling;
- Case review and reflection on good practice;
- Applied guidance skills.

### **Workshop Themes**

- Adult Development and the Guidance Process
- Models of Adult Guidance
- Applied Guidance Skills
- Support Systems, Contracts and Boundaries
- Change, Transition and Loss
- Understanding Aggression and Conflict
- Developing a Quality of Work Life
- Endings and Evaluation

### **Assessment Procedure**

In addition to a minimum attendance of 80% the following assessment methods will be employed on the course:

- Skills Applications/Case Presentation
- Learning Journal
- Essays
- Interview

Participants will be expected to attend all workshops and participate fully in the group process and learning.

### **Outcomes**

The following competencies will be developed:

- Interpersonal competencies will include skills and strategies used in advising, informing and guidance
- Assessing information and contacts in the labour market context
- Working more effectively with others in teams and networks
- Managing relations and boundaries with clients
- Defining roles in different situations and settings

### **Profile of Participants**

Staff from Local Employment Services, Department of Social Protection, ETB, Prison Services, Adult Guidance Services, Supported Employment Agencies and Local Partnership have successfully completed the course to date.

**Location** Maynooth.

**Fee** €2,500. This may be subject to change

### **Application**

Closing date for application is end of June, for application process please visit: <https://www.maynoothuniversity.ie/adult-and-community-education/how-apply>

### **Course Co-ordinator**

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