

National Certificate in Counselling Services (Level 3) Community Counselling

Level of qualification: 3

	Compulsory	Elective
Level 1 credits available	18	-
Level 3 credits available	56	18
Level 4 credits available	18	-
minimum totals required	92	4

registration date: 24 July 2014

scheduled review date: 2019

body responsible for the qualification: Namibia Training Authority

other bodies whose unit standards are included in the qualification: None

1 purpose

This qualification recognises people who have the competencies required for working in counselling services. It is awarded to people who have demonstrated the skills and knowledge required to:

- follow safety, security and emergency procedures; provide quality client service; implement and maintain a legal and ethical framework for counselling services; and demonstrate personal growth towards maturity as a counsellor
- perform specific counselling service activities as part of counselling services including implementing and maintaining an effective counselling services environment; applying principles, approaches and procedures to demonstrate care as a counsellor; conducting community counselling in a structured environment; and engaging in counselling with people on HIV and AIDS.

This qualification is designed to be accessible and flexible. Candidates require the following for entry to this qualification:

- Grade 10 national Certificate with a pass in English – or equivalent in terms of basic literacy in English.

The qualification includes compulsory and elective unit standards that enable the holder to show specific competencies in counselling services across a range of counselling organisations.

2 regulations for the qualification

2.1 summary of qualification requirements

This qualification will be awarded to people who have met the requirements of the compulsory and elective unit standards.

2.2 detailed qualification requirements

Compulsory

All the unit standards listed below are compulsory.

Candidates need all 18 credits from the following level 1 unit standards listed below or equivalent.

Field: COMMUNICATION
 Subfield: Communication Skills
 Domain: Foundation Communication Skills

Unit ID	Unit Standard Title	Level	Credits
333	Apply basic reading skills in English in different contexts	1	6
334	Apply basic writing skills in English in different contexts	1	6
335	Apply basic speaking and listening skills in English in different contexts	1	6

All the level 3 unit standards listed below are required:

Field: HEALTH SCIENCES AND SOCIAL SERVICES
 Subfield: Counselling Services
 Domain: Counselling Core

Unit ID	Unit Standard Title	Level	Credits
908	Follow workplace safety, security and emergency procedures in a counselling work environment	3	7
910	Provide quality client service in a counselling work environment	3	5
911	Implement and maintain a legal and ethical framework for counselling services	3	10
912	Follow guidelines for personal growth towards maturity as a counsellor	3	4

Field: HEALTH SCIENCES AND SOCIAL SERVICES
 Subfield: Counselling Services
 Domain: Counselling

Unit ID	Unit Standard Title	Level	Credits
913	Implement and maintain an effective counselling services environment	3	10
914	Apply principles, approaches and procedures to demonstrate care as a counsellor	3	5
915	Conduct community counselling in a structured environment	3	15

The level 4 unit standard listed below are required:

Field: HEALTH SCIENCES AND SOCIAL SERVICES
 Subfield: Counselling Services
 Domain: Counselling

Unit ID	Unit Standard Title	Level	Credits
916	Engage in counselling with people on HIV and AIDS	4	18

Elective

The following unit standards on level 3 are available as electives. A minimum of 4 is required:

Field: COMMUNICATION
 Subfield: Communication Skills
 Domain: Counselling Core

Unit ID	Unit Standard Title	Level	Credits
906	Work in a culturally diverse counselling services team	3	4
907	Use business communication devices and computer skills as part of counselling services	3	7
909	Participate in workplace communication in English and prepare workplace documents in a counselling services work environment	3	7

3 Credit recognition and transfer arrangements

Credits for any version of a unit standard of the same identification number will be recognised in the award of this qualification.

4 Special Arrangements

Providers seeking accreditation to deliver this qualification must meet the following special arrangements

1. Providers of this qualification and the associated unit standards must comply with the respective national assessment arrangements for national quality assurance that apply to each unit standards that forms part of this qualification. Copies of these documents are available from:

Philippi Trust Namibia

Windhoek

Namibia

Telephone number: ++ 264 61 259291

Email: information@philippinamibia.com

Or:

Namibia Training Authority
NTA Village
Rand Street
Khomasdal
Namibia
Telephone number: 27 9550
Facsimile number: 27 9551
Email info@nta.com.na

Or:

National Assessment
Accreditation, Assessment and Audit Section
Namibia Qualifications Authority
Private Bag 13247
44 Bismarck Street
Windhoek
Namibia
Telephone number: 61 384100
Facsimile number: 61 384114

2. Providers of this qualification and the associated unit standards must be accredited.
3. Providers of this qualification and the associated unit standards must have access to any equipment and facilities detailed in the Special Notes and / or Range Statements in the unit standards that comprise this qualification.

5 transition arrangements**5.1 Non National Qualifications Framework transition**

None.

5.2 National Qualifications Framework transition

This is the first version of this qualification.