



Introduction to Counselling Skills: Text and Activities

By Richard Nelson-Jones

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'As a course book or an aide to individual learning this book contains a wealth of information and guidance based on years of study and practice. It is easy to use because it is clearly signposted. I particularly like the way the author addresses the range of issues a student needs to consider before embarking on a counselling course. The structure of building block by block, skill by skill simplifies assessment' - *Counselling and Psychotherapy Journal*

Good counselling skills are the key to effective helping relationships.

Introduction to Counselling Skills, Third Edition is designed to help readers' acquire and develop these skills, using an easy-to-follow, three-stage model.

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Drawing on many years experience as a counsellor, trainer and writer, Richard Nelson-Jones describes in detail each stage in the helping process and gives examples to show how the skills work in practice. The examples also demonstrate the variety of contexts in which counselling skills are commonly used, as well as the diversity of issues and problems they can help to address. The book covers:

" what counselling skills are

" how to conduct sessions

" ways to clarify and expand your understanding

" how to improve your listening skills

" ethical skills.

Introduction to Counselling Skills, Third Edition is full of practical features designed to aid learning, including activities related to the particular skill being described, learning outcomes, examples, summaries and a glossary of key terms. For this, the **Third Edition**, the book has been fully up-dated and new material has been added on using relaxation techniques and managing crises.

Combining a clear explanation of skills, with a host of practical activities, **Introduction to Counselling Skills, Third Edition** is the ideal text for introductory courses in counselling skills, counselling and many other professional areas including health care, management, education and social work.

Richard Nelson-Jones is Fellow of the British Psychological Society and of the British Association for Counselling and Psychotherapy, and Director of the Cognitive Humanistic Institute, Chiang Mai, Thailand.

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Editorial Review

Review

Praise for previous edition:

'An excellent introductory book' - *lecturer, Worcester College*

'Useful introduction to counselling skills for social work students' - *lecturer, School of Health & Social Sciences*

'Well presented, clear and accessible' - *lecturer, University of Wolverhampton*

'Very good concise text for students and management trainees. Well established text' - *lecturer, Westminster Business School*

'As a course book or an aide to individual learning this book contains a wealth of information and guidance based on years of study and practice. It is easy to use because it is clearly signposted. I particularly like the way the author addresses the range of issues a student needs to consider before embarking on a counselling course. The structure of building block by block, skill by skill simplifies assessment' - *Counselling and Psychotherapy Journal*

About the Author

Richard Nelson-Jones was born in London in 1936. Having spent five years in California as a Second World War refugee, he returned in the 1960s to obtain a Masters and Ph.D from Stanford University. In 1970, he was appointed a lecturer in the Department of Education at the University of Aston to establish a Diploma in Counselling in Educational Settings, which started enrolling students in 1971. During the 1970s, he was helped by having three Fulbright Professors from the United States, each for a year, who both taught students and improved his skills. During this period he broadened out from a predominantly client-centred orientation to becoming much more cognitive-behavioural. He also wrote numerous articles and the first edition of what is now *The Theory and Practice of Counselling and Therapy*, which was published in 1982. In addition, he chaired the British Psychological Society's Working Party on Counselling and, in 1982, became the first chairperson of the BPS Counselling Psychology Section.

In 1984, he took up a position as a counselling and later counselling psychology trainer at the Royal Melbourne Institute of Technology, where he became an Associate Professor. He continued writing research articles, articles on professional issues and books, which were published in London and Sydney. As when he worked at Aston University, he also counselled clients to keep up his skills. In 1997, he retired from RMIT and moved to Chiang Mai in Thailand. There, as well as doing some counselling and teaching, he has continued as an author of counselling and counselling psychology textbooks. A British and Australian citizen, he now divides his time between Chiang Mai and London and regularly visits Australia.

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