

## The Role of Guidance and Counselling

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*An organized overview for students, educators, and professionals*

## 1. Definition & Scope

| Term                                        | Meaning                                                                                                                                                          |
|---------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Guidance</b>                             | Systematic process that helps individuals understand themselves, explore options, and make informed decisions about education, career, and personal development. |
| <b>Counselling</b>                          | Professional, therapeutic interaction aimed at resolving personal, social, or psychological problems and enhancing well-being.                                   |
| <b>Guidance &amp; Counselling (G&amp;C)</b> | Integrated service that combines informational, developmental, and therapeutic components to support holistic growth.                                            |

## 2. Core Objectives

1. **Self?Understanding** – Foster awareness of abilities, interests, values, and personality.
2. **Informed Decision?Making** – Provide reliable data on courses, careers, and life pathways.
3. **Skill Development** – Teach decision?making, problem?solving, communication, and coping strategies.
4. **Emotional Support** – Address stress, anxiety, interpersonal conflicts, and mental?health concerns.
5. **Goal Setting & Planning** – Assist in creating realistic short? and long?term plans.
6. **Referral & Advocacy** – Connect clients with specialized services (e.g., psychiatric care, financial aid).

### 3. Theoretical Foundations

| Theory | Proponents | Key Concepts for G&C |
|--------|------------|----------------------|
|--------|------------|----------------------|

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|                                      |                      |                                                                                                                    |
|--------------------------------------|----------------------|--------------------------------------------------------------------------------------------------------------------|
| <b>Developmental Theory</b>          | Super, Holland       | Career development as a lifelong process; stages (growth, exploration, establishment, maintenance, disengagement). |
| <b>Person? Environment Fit</b>       | Holland, Lent, Brown | Matching personal interests and abilities with compatible occupational environments.                               |
| <b>Systems Theory</b>                | Bronfenbrenner       | Influence of family, school, community, and culture on individual choices.                                         |
| <b>Cognitive? Behavioural Theory</b> | Beck, Ellis          | Identifying and restructuring maladaptive thoughts that hinder decision-making and well-being.                     |
| <b>Humanistic Theory</b>             | Rogers, Maslow       | Emphasis on self-actualization, empathy, and unconditional positive regard in counselling.                         |

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## 4. Service Delivery Models

| Model                          | Setting                                           | Typical Activities                                                                            |
|--------------------------------|---------------------------------------------------|-----------------------------------------------------------------------------------------------|
| <b>School-Based G&amp;C</b>    | Primary, secondary, higher education institutions | Career fairs, aptitude testing, group workshops, one-on-one counselling.                      |
| <b>Community-Based G&amp;C</b> | Youth centers, NGOs, public health clinics        | Outreach programs, crisis intervention, family counselling, vocational training.              |
| <b>Organizational G&amp;C</b>  | Corporations, government agencies                 | Employee assistance programs (EAP), career development planning, stress-management workshops. |
| <b>Online / Tele-G&amp;C</b>   | Virtual platforms                                 | E-assessment tools, video counselling sessions, digital resource libraries.                   |

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## 5. Process Flow (Step-by-Step)

### 1. Intake & Assessment

- Collect demographic data, academic records, psychometric scores, and personal history.

### 2. Exploration & Clarification

- Discuss interests, values, strengths, and concerns.

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- Use tools: interest inventories (e.g., Strong, Kuder), personality tests (e.g., MBTI, Big Five).

## 3. Information Provision

- Present data on courses, occupations, scholarships, and support services.

## 4. Decision-Making Support

- Apply decision-making models (e.g., rational analysis, cost-benefit, pros-cons matrix).

## 5. Action Planning

- Set SMART goals (Specific, Measurable, Achievable, Relevant, Time-bound).
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