

Interview Skills

connexions

LEICESTER SHIRE

Overview:

To develop the skills, structure and strategies to be effective in interactions with clients.

Key areas:

- What are the principles underpinning Advice and Guidance work
- Review of the skills required to develop and maintain interactions with clients
- An effective structure for interactions with clients
- Be aware of the DOTS model and Planning Continuum
- Understanding the process for action planning and recording



Who will benefit:

New advisers and guidance practitioners

Min/Max nos: 8 – 16

Course fees: £190.00 per person

Duration: 2 days

For enquiries concerning dates of courses or further details please contact Jan Harvey on 0116 2516357 or e mail

jharveyCAST@connexions-leics.org

www.connexions-leics.org/staffroom