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| Suggested timing | Day 1: Modules | Time suggested (min) |
| 9.00 – 10.00 | 1.Welcome, introductions, the training programme and ground rules | 60 |
| 10.00 – 10.15 | Break | 15 |
| 10.15 – 10.55 | 2. Our organisation and its target groups | 45 |
| 10.55 – 11.10 | Break | 15 |
| 11.10 – 12.30 | 3. The role of lay counsellors | 70 |
| 12.30 – 13.30 | Lunch | 60 |
| 13.30 – 13.55 | 4. Referrals and reporting | 25 |
| 13.55 – 14.55 | 5. Communication – basic skills | 60 |
| 14.55 – 15.10 | Break | 15 |
| 15.10 – 15.55 | 6. Structuring a counselling conversation | 45 |
| 15.55 – 16.00 | Wrap up day 1 | 5 |
| Suggested timing | Day 2: Modules | Time suggested (min) |
| 9.00 – 10.45 | 7. Life events and coping | 105 |
| 10.45 – 11.00 | Break | 15 |
| 11.00 – 12.00 | 7. Life events and coping continued | 60 |
| 12.00 – 13.00 | Lunch | 60 |
| 13.00 – 14.00 | 8. Psychological first aid | 60 |
| 14.00 – 14.15 | Break | 15 |
| 14.15 – 15.15 | 9. Self-care | 60 |
| 15.15 – 15.30 | 10. Evaluation and goodbye | 15 |