CITYTEAM INSTITUTE
Individual, Family, & Group Counseling
CAS 005; 4.5 credit hours
Albert Carrasco cadc ll A03640315, Adjunct Professor
Program Manager, Blackbird House
Family&Children Services of Silicon Valley
acarrasco@fcssservices.org
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SYLLABUS
Course Description
This course is designed to help students focus on the objectives of counseling theories, processes, and dynamics. This course satisfies the California Association of Alcohol and Drug Counselors (CAADAC) educational requirements for certification (4.5-quarter units).
Course Goals
1. To introduce the student to special skills of counseling utilizing modern counseling models of treatment methods;
2. To teach and equip the student with basic individual, family, and group counseling skills, through class instruction, leadership modeling, and practical exercises;
3. To provide the student with an understanding of family dynamics and the addictive system;
4. To provide demonstrative, practical differences between therapy groups, support groups, and self-help groups;
5. To provide the student with an understanding of codependency and traits;
6. To further develop skills within the student to initiate and maintain individual and family counseling and support groups;
7. To present the unique challenges associated with counseling and supporting people who desire to change addictive behaviors.
Course Objectives
Upon course completion, student shall display a fundamental competence and demonstrate necessary abilities in the following areas:
1. Objectives to counseling:
   a. Exploration of a problem and its ramifications
   b. Examination of attitude and feelings
   c. Consideration of alternative solutions
   d. Decision-making
   e. Therapeutic approaches
2. Family counseling
   a. Theories of family codependency
   b. Techniques for motivating family involvement in the treatment process
   c. Techniques of multifamily group counseling
   d. Limitation of the chemical dependency counselor
   e. Working with the family therapist
   f. Selecting an appropriate family therapist for ongoing family work
   g. Role-playing
3. Group counseling
   a. Purpose and function of different types of counseling groups
   b. Models of group counselor intervention
   c. Group patterns of behavior
   d. Therapeutic factors in group counseling
   e. Client behaviors that may affect group participant outcome
   f. Process group vs. didactic/training group
   g. Theories about the stages of group development
   h. The role of the counselor at various stages of group development
   i. The difference between individual-oriented and group-oriented behavior
   j. Group techniques and exercises
   k. Group orientation process

Textbooks
   Required:
   ◊ Kottler, Jeffrey A, Nuts & Bolts of Helping, Allyn & Bacon, Needham Heights, MA,
   Recommended:

Course Requirements and Assignments:
   Reading
   Assigned reading is listed in the course outline. Each assignment should be completed before the class session so that you will be able to participate in and benefit from the class discussions.

Tentative Course Outline:
   May 28 General Introduction
       Overview of Course
       Overview of Syllabus
       Lecture: Objective to counsel
   June 2 Review
       Lecture: Therapeutic approaches
       Attend I AA meeting (susp..Cv19)
       Read chapter I & 2
June 4 Review
  Role-play
  Lecture: Therapeutic Approaches cont’d
  Assignment due: Summary of class discussions on May 28 and June 2; 2-4 typed pages
  Read chapter 3 & 4

June 9 Review
  Small group discussion
  Lecture: Individual Counseling
  Attend 2nd AA meeting (susp. Cv19)
  Read chapter 5 & 6

June 11 Review
  Lecture: Family Counseling
  Assignment due: Summary of class discussions on June 4 & 9, 2-4 typed pages
  Read chapter 7 & 8

June 16 Review
  Lecture: Group Counseling
  Role Play
  Read chapter 9

June 18 Comprehensive review of class material
  Role Play
  Assignment due: Summary of class discussions on June 11 & 16; 2-4 typed pages

June 23 Wrap-up/Discussion
  FINAL

CLASS POLICIES:

A. Attendance:
Students are expected to attend and participate in classroom activities as directed.

B. Absences
After three unexcused absences, a student is counseled by the Dean and placed on probation. If the student has another unexcused absence while on probation, the student is counseled again by the Dean and at his/her discretion, may terminate the student. Absences from part of the class period without prior approval from the instructor or Dean are not permitted and can be considered an absence for the entire class period.

C. Tardness
A student arriving after attendance has been taken is considered late and will be marked absent unless the instructor considers the reason for tardiness legitimate.

D. Late assignments: The student alone is responsible to make arrangements for missed course work and I am under no obligation to assist the student in making up assignments unless the student provides a legitimate reason for the absence (e.g., illness or family emergency. Assignments submitted after the due date and tithe will not be accepted unless discussed and prearranged at least one (I) week in advance of the due date. (However, ANY WORK SUBMITTED EARLY WILL BE APPRECIATED.)

E. Cover page To safeguard confidentiality please provide a Title Page as a cover for assignments submitted to me.
Grading:
Attendance: 20%
Class Participation: 20%
Assignments:30%
Final 30%
A+ 97-100  A 94-96  A- 90-93
B+ 88-89  B 84-87  B- 80-83
C+ 77-79  C 73-76  C- 70-72
D+ 67-69  D 64-66  D- 60-63
CLASS DATES: May 28, June 2, 5, 9, 11, 16, 18, 23..
CLASS TIME 6:00PM-9:45 PM. CLASS DAYS Tuesday & Thursday