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LIFELINE SERVICES

LifeLine offers a confidential counselling service to all members of the community who are in need or in an emotional crisis. Trained lay counsellors who are skilled in the art of counselling provide this service. LifeLine provides telephone counselling, face-to-face counselling, rape counselling, trauma counselling and HIV and AIDS counselling. LifeLine also provides courses in personal growth and counselling skills.

IN-PERSON & ONLINE COURSE ANNOUNCEMENT 2024

LifeLine Pretoria will present the following courses at the LifeLine Pretoria Centre in Val de Grace and Online during the year 2024:

1. PERSONAL GROWTH COURSE (ONLINE & IN-PERSON)

This course is designed to enhance self-awareness and acceptance of self and others. It focuses on conflict styles, emotional baggage and provides an opportunity for setting personal goals. This is a time where you can become aware of your uniqueness, value and potential.

PERSONAL GROWTH COURSE DURATIONS

DURATION OF SATURDAY COURSE: Seven consecutive Saturdays (4-hour sessions).

DURATION OF WEEKDAY & EVENING: Nine, 4-hour sessions twice per week in the mornings or evenings. (See course dates on page 2 & 3).

Each session consists of theoretical input, experiential learning and small group interaction. Participants are expected to attend ALL sessions. Please note that if you miss a morning / evening session you cannot join a Saturday session and also you will not be allowed to continue with the course. The same applies if you miss a Saturday session.

Certificates

Certificates will be presented to participants who have successfully completed the course.

NB. *Once the course has commenced no refund of the course fees can be made on the Personal Growth Course*

IN-PERSON & ONLINE PERSONAL GROWTH COURSE INFORMATION

CRITERIA FOR ACCEPTANCE TO PERSONAL GROWTH COURSE

Persons who have experienced a recent life crisis (in the preceding 6 months) need time to work through it before attending the course and before they are ready to help others. The objective of this course is personal growth, not therapy.

- ➔ Minimum age: 20 years
- ➔ Minimum number of participants per course: 25
- ➔ An application form must be filled in to reserve a place on the course. (You are still required to pay a deposit and **register online** on the specified dates)

- You are not allowed to miss a session, and if it happens that you do miss a session, you will not be allowed to continue with the course and there is no refund, however you have the opportunity to join the next course.

FEES AND PAYMENT

- **R3000.00 per person for the Personal Growth Course.**

Acceptance of registration is subject to the payment of a deposit of **50%** of the course fee. The balance of the course fee must be paid before the course starts. Payment can be made by direct deposit, *via* electronic transfer into LifeLine Pretoria bank account or during registration through the card payment machine at the LifeLine Pretoria offices. Please note that we do not accept cash during the course registrations.

NB. 25% admin fees for cancellations of the course and no refunds once the course commences.
Bank details: Nedbank, Account number: 1602066493, Account Holder: LifeLine Pretoria
Branch: SBS TRANSACTIONAL (3951), Branch code: 198765, Use as banking reference: PG
and your surname.

In–Person & Online Personal Growth Course Dates 2024

FEBRUARY 2024 COURSES: Online only Registration will open on the 8 January 2024.

PERSONAL GROWTH COURSE

Saturdays: 6 Sessions (08:45-13:00)

Sat 17 February
 Sat 24 February
 Sat 02 March
 Sat 09 March
 Sat 16 March
 Sat 23 March

Weekday Mornings: 9 Sessions (08:45-13:00)

Tue 20 February	Fri 08 March
Fri 23 February	Tue 12 March
Tue 27 February	Fri 15 March
Fri 01 March	Tue 19 March
Tue 05 March	

NB. Evening Online Personal Growth Course,

Weekday Evenings: 9 Sessions (17:45 - 21:00)

Mon 19 February	Thurs 07 March
Thurs 22 February	Mon 11 March
Mon 26 February	Thurs 14 March
Thurs 29 February	Mon 18 March
Mon 04 March	

JUNE 2024 COURSES: Online only Registration will take place from 1 May 2024.

PERSONAL GROWTH COURSE

Saturdays: 7 Sessions (08:45-13:00)

Sat 08 June	Sat 13 July
Sat 15 June	Sat 20 July
Sat 22 June	
Sat 29 June	
Sat 06 July	

Weekday Mornings: 9 Sessions (08:45-13:00)

Tue 04 June	Tue 18 June
Fri 07 June	Fri 21 June
Tue 11 June	Tue 25 June
Fri 14 June	Fri 28 June
	Tue 02 July

NB. Evening In-Person & Online Personal Growth Course.

Weekday Evenings: 9 Sessions (17:45 - 21:00)

Mon 03 June	Thurs 20 June
Thurs 06 June	Mon 24 June
Mon 10 June	Thurs 27 June
Thurs 13 June	Mon 01 July
	Thurs 04 July

OCTOBER 2024 COURSES: Online only Registration will take place from 2 September 2024.

IN-PERSON & ONLINE PERSONAL GROWTH COURSE

Saturdays: 7 Sessions (08:45-13:00)

Sat 12 October
 Sat 19 October
 Sat 26 October
 Sat 02 November
 Sat 09 November
 Sat 16 November
 Sat 23 November

Weekday Mornings: 9 Sessions (08:45-13:00)

Tue 08 Oct	Fri 25 October
Fri 11 Oct	Tue 29 October
Tue 15 October	Fri 01 November
Fri 18 October	Tues 05 November
Tue 22 October	

NB. Evening Online Personal Growth Course.

Weekday Evenings: 9 Sessions (17:45 - 21:00)

Mon 7 October	Thurs 24 October
Thurs 10 October	Mon 28 October
Mon 14 October	Thurs 31 October
Thurs 17 October	Mon 4 November
Mon 21 October	

In-Person Counselling Skills Course Dates 2024

2. COUNSELLING SKILLS COURSE

The Counselling Skills Course focuses on acquiring theoretical knowledge and practical skills for effective counselling, e.g. listening and empathy. It is taught through experiential learning with lots of interactive involvement for the participants.

Counselling Skills Course Duration

Duration of Saturday Course: Seven consecutive Saturdays (4-hour sessions).
 Duration of WEEKDAY Course: Nine 3-hour sessions twice per week in the mornings.
 (See course dates on page 4).

Certificates

Certificates will be presented to participants who have successfully completed the course.

NB. Once the course has commenced no refund of the course fees can be made on the Counselling Skills Course

- ➔ You are not allowed to miss a session, and if it happens that you do miss a session, you will not be allowed to continue with the course; however you have the opportunity to join the next course at a cost.

ONLINE COUNSELLING SKILLS COURSE INFORMATION

CRITERIA FOR ACCEPTANCE TO COUNSELLING SKILLS COURSE

- ➔ The Personal Growth Course is a PREREQUISITE for the Counselling Skills Course.
- ➔ You can only participate in one of the next two consecutive Counselling Skills Courses, WITHIN 1 YEAR. If you do not participate in either of the two specified courses, you will be required redo the personal growth course again.

The focus during this course is on acquiring theoretical knowledge and practical skills, e.g. listening and empathy.

FEES AND PAYMENT

- **R2800.00 per person for the Counselling Skills Course.**

The cost of the manual is included in the fee.

Acceptance of registration is subject to the payment of a deposit of **50%** of the course fee. The balance of the course fee must be paid before the course starts. Payment can be made by direct deposit, *via* electronic transfer into LifeLine Pretoria's bank account or during registration through the card payment machine at the LifeLine Pretoria offices. Please note that we do not accept cash during the course registrations.

NB. 25% admin fees for cancellations of the course and no refunds once the course commences.

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 Branch: SBS TRANSACTIONAL (3951), Branch code:198765,
 Use as banking reference: CS and your surname.**

In-Person & Online Counselling Skills Course Dates 2024

IN-PERSON & ONLINE COUNSELLING SKILLS COURSE 2024

(Prerequisite: July 2023 or October 2023 LifeLine Pretoria Personal Growth Course)

Saturdays: 6 Sessions (08:45-13:00)

Sat 06 January
 Sat 13 January
 Sat 20 January
 Sat 27 January
 Sat 3 February
 Sat 10 February

IN - PERSON & ONLINE COUNSELLING SKILLS COURSE

(Prerequisite October 2023 or February 2024 LifeLine Pretoria Personal Growth Course)

Saturdays: 6 Sessions (08:45-13:00)

Sat 06 April
 Sat 13 April
 Sat 20 April
 Sat 04 May
 Sat 11 May
 Sat 18 May

Weekday mornings: 9 Sessions (08:45-13:00)

Tue 09 April	Fri 26 April
Fri 12 April	Tue 30 April
Tue 16 April	Fri 03 May
Fri 19 April	Tue 07 May
Tue 23 April	

NB. In-Person & Online Evening Counselling Skills Course.

Weekday Evenings: 9 Sessions (17:45 - 21:00)

Mon 08 April	Thurs 25 April
Thurs 11 April	Mon 29 April
Mon 15 April	Thurs 2 May
Thurs 18 April	Mon 6 May
Mon 22 April	

IN-PERSON & ONLINE COUNSELLING SKILLS COURSE

(Prerequisite February 2024 or July 2024 LifeLine Pretoria Personal Growth course)

Saturdays: 6 Sessions (08:45-13:00)

Sat 03 August
 Sat 10 August
 Sat 17 August
 Sat 24 August
 Sat 31 August
 Sat 07 September

Weekday mornings: 9 Sessions (08:45-13:00)

Tue 23 July	Fri 16 August
Fri 26 July	Tue 20 August
Tue 30 July	Tue 23 August
Fri 02 August	
Tue 06 August	
Tue 13 August	

NB. In-Person & Online Evening Counselling Skills Course.

Weekday Evenings: 9 Sessions (17:45 - 21:00)

Mon 22 July	Thurs 8 August
Thurs 25 July	Mon 12 August
Mon 29 July	Thurs 15 August
Thurs 01 August	Mon 19 August
Mon 05 August	

Becoming a LifeLine Counsellor

The Process

In order to provide an effective crisis counselling service to the community, LifeLine needs to recruit and train volunteer lay counsellors. After completing both the courses a selection process follows for participants who wish to become LifeLine volunteers. The successful applicants are required to undergo a further probationary training programme of approximately six months aimed at honing their counselling skills. However, there is no obligation to become a LifeLine volunteer. Participants may do the Personal Growth and Counselling Skills courses purely for their own benefit.

Being a LifeLine Counsellor

The team of volunteer LifeLine counsellors covers all the services rendered by LifeLine Pretoria. You will start off with telephone and face-to-face counselling and also receive training in Trauma, HIV/AIDS Rape counselling, Bereavement counselling, etc.

I wish to apply for the following courses in the series starting February / June / October 2024:

IN- PERSON COURSES:

Personal Growth (Saturday course) _____ Personal Growth (Weekday morning course) _____

Counselling Skills (Saturday course) _____ Counselling Skills (Weekday morning course) _____

I wish to apply for the following courses in the series starting February / June / October 2024:

ONLINE COURSES:

Personal Growth (Saturday course) _____ Personal Growth (Weekday morning course) _____

Personal Growth (Evening course) _____

Counselling Skills (Saturday course) _____ Counselling Skills (Weekday morning course) _____

Counselling Skills (Evening course) _____

Application Form on next page

APPLICATION FORM 2024

Procedure

1. Send your application form to LifeLine Pretoria.
2. A course registration form link will be forwarded to you on the specified registration dates.
3. Pay the deposit or full course fee to LifeLine Pretoria on or before the registration date.
4. Pay the balance of the course fee, if any, before the course starts.
5. Email your proof of payment to LifeLine. E-mail: **training@lifelinepta.org.za**
6. The application form reserves a place on the course. You must still register on the specified date. **(IF YOU DO NOT REGISTER YOUR APPLICATION WILL BE CANCELLED)**

Particulars

SURNAME: Mr/Mrs/Ms _____

FULL NAMES: _____

NAME YOU WANT TO BE CALLED BY/ FIRST NAME _____

GENDER: Male Female

AGE: _____

TELEPHONE: Home: _____ Cell: _____

Work: _____

WHATSAPP: _____

E-MAIL: _____

FAMILY OR FRIEND: _____

I wish to apply for the following courses in the series starting February / July / November 2024:

Personal Growth (Saturday course) _____ Personal Growth (Weekday morning course) _____

Counselling Skills (Saturday course) _____ Counselling Skills (Weekday morning course) _____

Deposit / Full amount of R_____ attached / paid into LifeLine account (see attached).

**Bank details: Nedbank, Account number: 1602066493, Account Holder: LifeLine Pretoria
Branch: SBS TRANSACTIONAL (3951), Branch code:198765, Use as banking reference:
either PG or CS or PG/CS (for both courses paid together at once) and your surname.**

NB. 25% admin fees for cancellations of the course and no refunds once the course commences.

Signature of applicant: _____

Date: _____