

c. Personal Competencies

Counsellors with Advanced Federal Diploma in Professional Education and Training (PET)

The personal competencies include all competencies tied to the individual person, i.e. self-competencies on the one hand and social competencies on the other. To make the description of the further specifications of the professional competencies more accessible, we have summarized the personal competencies in the table below. In presenting the further specifications of the professional competencies, only the number and the title of the personal competencies are mentioned.

Self-perception, self-expression and self-reflection		
Se1	Professional conduct	• critically consider their professional conduct and show willingness to correct their own professional conduct (ability to reflect)
Se2	Authenticity and focusing	• show that they are authentic and focused
Se3	Resource management	• show that they are authentic and deal in a conscious and professional manner with their own limits and possibilities (resource management)
Se4	Diligence and Discipline	• operate in a diligent and disciplined manner
Se5	Stress – Mental hygiene	• use professional social contacts to discuss stressful situations
Se6	Perseverance/ Frustration tolerance	• overcome negative feelings and failures and their own and other obstacles in a constructive manner (perseverance and frustration tolerance)
Se7	Reflection with respect to counselling style	• reflect their own counselling style and develop it further
Values and Ethics		
Se8	Values/Ethics – discourse	• state and reflect their own values and discuss them
Se9	Values/Ethics - Reflection	• state and reflect their own values, can identify other values and are open to other points of view
Se10	Responsibility Counsellor	• reflect their role as a counsellor in dealing with responsibility and power

Communication and Co-operation		
So1	Empathy I Sensitivity	• are able to put themselves in the position of others and take up unusual positions
So2	Active listening, feedback	• are able to listen actively and impartially, give and receive feedback
So3	Confrontation whilst showing appreciation for the client and promoting her/his development	• deal with non-conformist attitudes whilst showing appreciation for the client and promoting her/his development
So4	Ability to handle conflict	• deal with conflict and criticism at various levels constructively
Building up professional relations and roles		
So5	Building up relations	• enter into relations with a variety of individuals, build up and modify these in a sensitive manner and according to professional criteria
So6	Role	• are conscious of their roles when operating in every counselling situation
Gender and Diversity		
So7	Roles of men and women	• are aware of their own gender specific conditions of growing up as man or woman and deal with it in a reflective manner
So8	Men and women's living conditions	• recognize their own living conditions as man or woman and consciously adopt an exemplary position as man or woman in the counselling function
So9	Gender sensitive language	• use a gender sensitive language in everyday professional life
So10	Multiple perspectivity and gender sensitivity	• build up professional relations adopting a multi-perspective and gender sensitive approach; deal with social roles in mixed-gender groups in a flexible manner
So11	Discriminating structures and ways of behaving	• recognize discriminating structures and ways of behaving in their counselling practice and are able to address and handle the conflicts that may arise from them