

COSCA Counselling Skills Certificate Trainer Opportunity

(part-time, freelance, flexible hours, remote working)

We are looking for a trainer, to deliver the COSCA Certificate in Counselling Skills online on Tuesday evenings from August 2025 until June 2026, and probably annually thereafter.

To be successful in this role you will be an experienced counsellor and trainer. You will be able to work independently or with a co-trainer, following Rowan's method for delivering the COSCA Certificate of Counselling Skills, whilst bringing your own unique approach to the delivery of the course.

About Rowan

We enable people to lead more satisfying lives, by working in partnership with them to increase self-awareness, knowledge and skills - benefitting individuals, relationships, teams, workplaces and society.

We support personal and organisational growth through a holistic range of services including counselling, training, coaching, workplace mediation, supervision and critical incident responses.

Our company values are Creativity, Integrity, Optimism, Respect and Support. We strive to provide high quality services and are committed to sustainable growth and best practice standards.

Role Description

Title: Trainer, COSCA Certificate in Counselling Skills

Responsible to: Rachel Weiss, Head of Training

Location: online

Hours: 4 modules over 12 months, dependent on sufficient students applying. Each module is delivered over 11 sessions of 3 hours each.

Dates: Tuesday evenings from August 12th, all dates [here](#).

Pay: £84 per 3-hour session. This includes all preparation, case management and communication with students, except for interviews which are paid at £40 per student and Open Evenings at £40 per hour.

You will assess an assignment from each student at the end of each module, for a fee of £28 per student.

So if you delivered the Certificate to a group of 12 students, you would be receive about £5,720 p.a.

Status: This is a freelance, sessional post. Work is dependent on sufficient student numbers. You will be an independent contractor, not an employee or a worker, so there is no sick pay or holiday pay.

Start date: August 2025

Purpose of role

To deliver the COSCA Certificate in Counselling Skills online to Rowan students to the standards of COSCA and Rowan.

Organisational structure

Rowan is a family-run business. There are two Partners, who are both counsellors, and six employees: two office managers, a finance administrator, a marketing person, the Head of Counselling and a Counselling Manager. We have about 50 self-employed counsellors working for us on a sessional basis throughout the UK, four coaches a mediator and 3 trainers.

Main duties and responsibilities for Trainer

- i) Deliver the COSCA Certificate on dates to be agreed with the Head of Training.
- ii) Deliver using the Rowan materials and in the Rowan way, but being free to adapt and be creative within these guidelines.
- iii) Participate in case management once per module
- iv) Give supportive yet challenging feedback to students on practical and written work
- v) Assess students' written and practical work against the COSCA learning outcomes. Assignments are submitted by the 10th Unit of each module and are marked in the next fortnight, so that students receive your feedback before giving their presentation in the final Unit.
- vi) Arrange your own training supervision, in accordance with COSCA regulations, with a supervisor whose suitability is agreed with Rowan.

You will have a group of 6-15 students. As part of your induction, you will usually co-train with an existing Rowan trainer for the first cohort. After induction, you will deliver solo, except when there are more than 15 students.

Person Specification

	Essential	Desirable
Skills		
Ability to present course content in ways which are accessible to different learners	√	
Enthusiasm for training people in counselling skills	√	
Experience		
Delivering the COSCA Certificate in Counselling Skills		√
Delivering training in people skills	√	
Assessing students work against learning criteria		√
At least 2 years post-Diploma counselling experience	√	
Knowledge		
Theory of learning	√	
Group dynamics	√	
Qualifications and Training		
COSCA Trainer Accreditation or a commitment and plan to acquire this within 18 months of being appointed.	√	
Diploma in Counselling	√	
Accreditation as a counsellor or a commitment to acquire this within 12 months of appointment	√	

How to Apply

Please provide:

- a statement in support of your application, indicating why you want to work with Rowan, what you enjoy about delivering counselling training, how you meet the above criteria and your approach to design, delivery and assessment.
- details of two referees (name, position, organisation, telephone and email address), preferably ones who can comment on your training.
- your CV

Email the above to Rachelweiss@rowanconsult.co.uk who may then invite you for interview.

Closing date: May 6th at 9am

Interview date: May 21st at 9am, 12 noon and 2pm, on Zoom

If you have any queries about this exciting opportunity, please contact Rachel Weiss, Head of Training, on the above email address

Rowan is an equal opportunities employer, as much as is reasonably possible for us. We welcome diversity in our workforce and rejoice in our differences, whilst adhering to our shared values and aims.

