





WORKPLACE COUNSELLING ESSENTIALS

27 JAN 2026 | 9.00AM - 5.00PM | MEF ACADEMY

Course Overview

The Workplace Counselling Essentials training provides a solid foundation for addressing mental health issues and misconducts at work. It starts with identifying signs of declining mental health including anxiety, burnout as well as behavioral concerns, followed by proactive measures to support the well-being of others by incorporating subtle yet effective counselling techniques which can be utilized in a professional setting.

The course further explores various communication styles and their lasting impacts on workplace interactions. Finally, it covers crisis intervention & managing difficult conversations, thus equipping participants with the skills required to handle tense situations and sensitive discussions with care.

Course Registration:



https://forms.office.com/r/dgkHFVS5Pa

Who Should Attend

- Departmental Managers
- HR Personnel
- Executives
- Wellness Advocates

Learning Outcomes

- Detect early signs of stress, burnout and other mental health related issues at the workplace
- relevant counselling Apply techniques to support colleagues in a respectful and empathetic manner
- Understand and adapt to various communication styles workplace improve communication
- Confidently manage crisis and challenging conversations using practical strategies escalate the situation



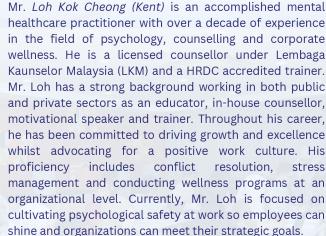




Course Structure

Time	Agenda
8.30AM	Registration
9.00AM	Course Introduction + Ice Breaking
9.30AM	Topic 1: Identifying & Addressing Mental Health Issues at Work
10.45 AM	Morning Break
11.00 AM	Topic 2: Mastering Workplace Counselling
12.30 PM	Lunch Break
1.30PM	Topic 3: Understanding Communication Styles
3.00 PM	Tea Break
3.30 PM	Topic 4: Crisis Intervention & Managing Difficult Conversations
4.30 PM	Summary + Q&A Session
5.00 PM	Session Ends

Trainer Profile





Kent Loh (KB10016, PA09646)