

Mediator Accreditation Policy

This document sets out the policy approved by National Council on 13 February 1996 and as amended on 1 December 1997, 25 May 1998 and 22 February 2001.

1 Introduction

The Institute has established a policy for accreditation of mediators. The result of such accreditation will be the inclusion (or continuation) of a member's listing in the Institute's published List of Mediators. Any person seeking accreditation must be a member of The Institute of Arbitrators & Mediators Australia. All mediators currently listed will be entitled (subject to Clause 8) to remain listed until the first accreditation review is conducted.

2 Accreditation

The National Council will accredit mediators upon the recommendations of specially constituted Interview Panels convened by the National Council or local Chapter Committees.

Interview Panels will comprise three Institute members, one of whom will be a non-Committee member. The Interview Panel will be chaired by the Chapter Senior Vice-Chairperson or his/her nominee and convened where applicable by a Chapter Administrator.

Recommendations of Interview panels will be made to the National Council through the Chief Executive Officer.

3 Levels Of Accreditation

There will be a single level of accreditation.

4 Benchmark Criteria

The following criteria will be imposed as a requirement for initial accreditation;

- (a) successful completion of a mediator training course recognised by the National Council with a minimum duration of 40 hours; and
- (b) successful conduct of at least one simulated or actual mediation [may be included in or held in conjunction with (a)] ; and
- (c) professional interview and report as outlined in paragraph 5; and
- (d) provision of two independent referees names and contact details and/or references.

5 Review of Accreditation

Professional Interviews and Report

- A. Assessment is based on the applicant's completion of a recognised mediation course (see paragraph 4) so as to demonstrate an:
 - (i) Understanding of the structure and process of mediation;
 - (ii) Understanding of the practical application of mediation skills and techniques;
 - (iii) Understanding of the limitations of mediation;
 - (iv) Understanding of possible ethical and legal constraints.
- B. Professional and academic qualifications.
- C. Experience as a mediator and other dispute management processes.
- D. Referees' reports where required.

6 Unsuccessful Applicants

An applicant, if unsuccessful, may not re-apply for accreditation before the expiration of 12 months after the relevant determination by Council unless otherwise exempted by Council or by statutory requirements (for example the ACT Mediation Act).

Upon reapplication, the applicant must provide evidence of his/her conduct of mediations or attendance at further training programmes, if any, during the 12 month period. The applicant must then submit to a further interview.

7 Fees

An appropriate annual fee will be levied for each mediator maintaining accreditation and listing (in addition to any membership or course fees)

8 Exemptions

No exemptions from the accreditation procedure will be granted except for all existing listed members.

9 Monitoring Performance

The President or a Chapter Chairperson will have the power to recommend a review of a particular mediator's accreditation at any time if special circumstances apply.

Where it is recommended accreditation should be withdrawn, the Professional Affairs Committee will notify the mediator and provide the mediator with reasons for the recommendation, so that he/she may make a submission to Council in respect of his/her recommendation.

10 Rights

Accreditation shall be a discretionary privilege afforded by the Institute to an individual and shall confer no specific rights on the individual.

11 Council's Decision Final

Subject to any statutory right of review (for example the ACT Mediation Act), the decision of Council on any matter relating to accreditation or a review of accreditation is final and Council is not required to give a reason or reasons for any decision made by it pursuant to this policy.