

Trainee Family Mediator

Job Description and Person Specification

Post Title	Trainee Family Mediator
<p>Aim</p> <p>AVENUE is the leading provider of Mediation, Counselling and Child Contact in Northeast Scotland. We work with everyone from children to grandparents, supporting families through times of change, difficulties and conflict.</p> <p>Separation and divorce is challenging for all families. Usually there's a lot to sort out at the time of separation, or even years later. Parents may be worried about the effect on their children, family living arrangements or how to parent apart successfully.</p> <p>Our specially trained, family mediators help parents and families to talk to each other, reach mutual decisions and agree on practical arrangements. Mediation helps parents to focus on the things that matter, avoid conflict and save time and money.</p> <p>Issues raised in family mediation include:</p> <ul style="list-style-type: none"> ▪ conflict, its effect on children and young people, and managing it effectively. ▪ communication between parents, and with their children and young people. ▪ parental roles and responsibilities. ▪ what children and young people need from their parents. ▪ where children live, particularly if parents live apart (residence). ▪ the time children spend with their parents, particularly those they aren't living with (contact). ▪ keeping in touch with children when they are with their other parent. ▪ how children spend holidays and celebrate special days. ▪ managing health and education matters when parents live apart. ▪ the emotional process of separation and divorce/dissolution for children, young people and adults. ▪ children's understanding of and involvement in the changes in their family situation. 	

- issues associated with families re-forming.
- the involvement of other family members e.g. grandparents, step-parents.
- the assessment of risk e.g. protecting children and vulnerable adults, domestic abuse.
- the appropriateness of other supports e.g. individual or relationship counselling, child contact centres, addiction support.

The Family Mediator's role is to:

- provide an impartial, professional service for families.
- help families to become aware of and to put children's needs first.
- help families, particularly parents, to communicate better with one another and to manage the conflict which can cause confusion and distress for their children and themselves.
- help families, particularly parents, to resolve issues arising out of family breakdown, particularly those affecting children and young people, and to make arrangements for the future.
- respect confidentiality and work within the appropriate policies and procedures of the organisation, including those related to assessment of risk such as child protection and domestic abuse.

AVENUE will provide:

- the course fees are subsidised; students will pay their own training expenses. In training, students complete the Accreditation as a volunteer, students then receive remuneration while working toward full Registration.

Trainee Family Mediators:

- are accountable to the Member Service Manager and/or the Member Service Board.
- participate on the Relationships Scotland Certificate in Family Mediation (Accredited) course and, if successful, become Relationships Scotland Accredited Mediators.
- continue their learning through completing the Certificate in Family Mediation (Registered) and become Relationships Scotland Registered Mediators.
- work to Relationships Scotland's Code of Professional Conduct for Family Mediators.
- meet Relationships Scotland's Practice Standards. This includes a minimum of 15 mediation practice hours per year, and for Registered Mediators, an annual requirement to participate in 12 hours continuing professional development (CPD).

- participate in supervision of their mediation practice, including self-evaluation. For Accredited Mediators the minimum is 4 hours per year or 10% of mediation practice hours whichever is the greater, subject to a maximum of 12 hours.
- participate in mediators' meetings in the Member Service, as agreed.

The training of mediators is very expensive. Following training, mediators are expected to work with their avenue for a minimum of 2 years. Mediators are expected to go on to achieve Registered Mediator status within 2 years of completing the CFM (A).

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Essential (E) and desirable (D) skills, abilities, experience, knowledge and special requirements.

Qualifications, Knowledge And Experience	
Ability to be able to study at SCQF Level 9/SVQ 4 (Ordinary Degree, Third Year)	E
Qualification in a relevant profession, such as legal, education, health, social or community	D
Experience of one or more of the following areas: third sector, mediation, negotiation (eg law or trade union), work with people in conflict or distress, work with families and children	D
Awareness of children's development and needs	D
Skills And Abilities	
Excellent listening skills	E
Excellent verbal and written communication skills	E
Ability to act impartially	E
Ability to empathise with others	E
Ability to reflect upon and learn from experiences	E
Ability to take responsibility for own learning and development	E
Computer literate	E
Personal Qualities	
Reliable and flexible approach	E
Non-judgmental approach	E
Self-awareness and resilience	E
Openness and commitment to new learning	E
Practical	
Commitment to completing a satisfactory Disclosure Certificate	E
Attendance at all the facilitated learning dates, including residential	E
Access to a computer for web based activities and completing written course work	E
Commitment to completing the Certificate in Family Mediation (Accredited)	E
Commitment to AVENUE for a minimum of 2 years after completion of CFM(A) and completion of the Certificate in Family Mediation (Registered)	E

Availability, flexibility and commitment to undertake mediation practice, supervision and continuing professional development as required by the Code of Professional Practice	E
Commitment to meeting the standards of Code of Professional Conduct and organisations comprehensive policies and procedures	E

Candidates should note that a two year period, post separation or divorce is required before applying. All student mediators must demonstrate they have adjusted to their situation and be able to use their experience constructively.