Guidelines for the Australian Mediator and Dispute Resolution Accreditation Standards (AMDRAS) Practicum Certificate. (PC)

Purpose: This Guideline provides a summary of the requirements for the practicum certificate that is to be completed as a requirement to being appointed as an Advanced Mediator: see Part 4, Division 7 and Appendix 1 (pars 32-39) of the AMDRAS.

Note that only Recognised Training Providers (RTP) can provide training and assessment under AMDRAS: s. 20. Also, a RTP can provide training and assessment through a third-party provider ensuring that the AMDRAS requirements are complied with.

This summary will also assist you in ensuring your practicum certificate workshop and written assessment is consistent with the AMDRAS and in meeting any reporting requirements you may have to the Board or other bodies.

A. Eligibility to complete practicum certificate

    1. Participants must be an Accredited Mediator for at least four (4) years (two complete renewal cycles); and

    2.   completed at least 150 practice hours.

B. Objectives:

    1. The Practicum Certificate course focuses on advanced or more complex issues, to update and refine participants' skills, practices, and theoretical perspectives. It has the following objectives:

        a. to identify practice obstacles and challenges in mediation, and ways of overcoming them.

        b. to identify and demonstrate an understanding of the purpose, techniques and skills required for each stage of the mediation process.

c. to be more aware of socio-cultural considerations when mediating with culturally and linguistically diverse communities, or with Indigenous Australians.

d. to be more aware of socio-cultural considerations when mediating with diversity across community including but not exclusively LTBQIA +, neurodiversity and other groups of diversity.

e. to identify and demonstrate the characteristics of a mindful and reflective mediator.

C. Workshop Format and Structure:

1. The course is in workshop format, of 12 class-contact hours' duration, taken over a period of up to 2 months. It may be conducted in modules (e.g., 2 modules of 6 hours, or 4 modules of 3 hours, or any other equivalent).
2. Workshop groups should:
    a. be limited to 18 participants to maximise cross-group discussion and involvement, and
    b. preferably be face-to-face unless circumstances preclude this, and if possible, comprise at least 75% face-to- face hours.
3. The workshop should be facilitated by experienced principal trainer (refer AMDRAS clause 24) who has been accredited as a registered practitioner for a minimum of 8 years. (Note that an RTP may apply to the Board for appointing a principal trainer of varying experience.)

D. Content:

1. The PC workshop content is derived from the participants and their case studies (names and identifying features deleted). Each participant must present a case study in the form of a 30-minute presentation, the break down on what should be included in the presentation is in AMDRAS, Appendix 1, paragraph 37 (a) – (d).
2. Participants should provide an outline of case study prior to workshop attendance, the exact time frame and requirements for attendance should be made known to the participants upon enrolment into the PC workshop.
3. The PC workshop should draw on adult learning principles, exercises and activities to facilitate discussion and exploration of the case studies. This exploration should include simulations, role plays and exercises based on the

case study and designed to test the participants' understanding and experience in the application of the process, skills and ethical considerations.

E. Assessment:

1. Participants must successfully and fully complete both the PC workshop and the written assessment to be awarded a Practicum Certificate.
2. The PC written assessment cannot be completed until the PC workshop has been fully completed by the participant.
3. The PC written assessment is an 800–1000-word case study presentation including the criteria set out in Appendix 1 clauses 37 (a) and (b).
4. The PC assessment should be received within seven (7) days after completion of the workshop, the participants should be given written details of submission dates and requirements at the time of enrolment in the PC.
5. The assessment should be marked as either 'satisfactory' or 'not satisfactory 'and written feedback should be provided. The results should be given to the participants in a timely fashion and the time frame should be given to the participants in the written material.
6. Any review or appeal process should also be advised in writing to the participants.
7. The participants should be given a template of the written assessment:

An example:

Name: Workshop dates:

1.   Word limit is 800-1000 words.

2.   In your introduction outline the case facts (non-identifiable). This can be in point form.

3.   Then outline the issues that were identified by the case presentation and your subsequent analysis. Then analyse the issues.

4.   As you are preparing for points 2 and 3 above consider Part 5 of the AMDRAS Standards ('Standards') which describe the 4 Professional Practice Domains (Professional Knowledge, Professional Skills, Professional Ethics and Responsibilities, and Professional Development). Each of these Standards has a number of complimentary "Professional Attributes." The protocols in Appendices 1 and 4 of the Standards particularise the Professional Attributes. Read these Appendices. These protocols are not meant to be exhaustive or definitive. However, Registered Practitioners must adhere to them as far as reasonably practicable and culturally appropriate. Registered Training Providers and trainers also must take

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account of them when providing training under the Standards.

5.   In your case analysis try and integrate those Professional Attributes that may have been challenging to the mediator/s and the parties in the case under consideration. Also, describe any attributes which you think represent a challenge for you as a mediator and give reasons why this may be so.