



Application for: **Admission to the Family Dispute Resolution List**

Application fee: **\$150** for the first panel or list application;  
**\$50** for each panel or list application made at the same time.

If applying for Associate status at the same time of list admission: **\$100** for the first panel or list application; **\$50** for each panel or list application made at the same time.

Application fees are payable with your application. Bank Account Number: **02-0568-0419074-000**  
Should your application be accepted your subscription will then become due and payable.

**List members must be Associates or Fellows of the Institute, must be on the AMINZ Mediation, Arbitration and /or Expert Panels and must have knowledge, experience, personal qualities and qualifications necessary to qualify as a member of this List.**

**You must comply with the criteria and procedure for admission to the List.**

## APPLICANT'S DETAILS

SURNAME:

FIRSTNAMES:

Mr / Ms / Mrs / Miss / Dr, etc.

Designatory letters (if applicable):

ADDRESS:

POSTCODE:

TEL:

EMAIL:

MOBILE:

WEBSITE:

PRINCIPAL PROFESSION / OCCUPATION:

AMINZ DETAILS: (Tick all that are applicable)

Associate

Fellow (Arb)

Fellow (Med)

Arbitration Panel

Mediation Panel

Expert Panel

Date of your latest Continuing Professional Development Certificate (CPD), if any \_\_\_/\_\_\_/\_\_\_

(Please note that Panel and List members are required to maintain a record of qualifying events and submit it to the Executive Director by the end of February in each year.)

### PUBLICATION OF PERSONAL DETAILS

If you are admitted to an AMINZ panel your name and curriculum vitae will be listed on the website [www.aminz.org.nz](http://www.aminz.org.nz). The Institute reserves the right to edit any information provided.

By signing this application form you are agreeing to your name, membership status, contact details, curriculum vitae and other details normally listed on the website being available to the public. AMINZ accepts no responsibility for information that is out of date or incorrect.

**QUALIFICATIONS**

Please list your relevant qualifications, other than those attained through AMINZ. *(Please use additional pages if required & attach to application form).*

Are you applying as an Arbitrator / Mediator / Expert? (Circle ONLY those that are applicable).

**SKILLS AND KNOWLEDGE**

These must be evidenced in each of the categories below. Use a separate page if necessary. If you wish, you can write a narrative, answering the questions. *(Please use additional pages if required & attach to application form).*

A. How are you able to determine and facilitate appropriate processes to help parties in mediation reach agreements that best promote the welfare of children?

B. How are you able to help people participate effectively in mediation?

C. How are you able to help participants in mediation to develop skills and strategies for managing future disagreements?



- D. What knowledge and understanding have you of Family Court processes and family law, particularly –**
- (i) The care of Children Act 2004 and the effect of sections 4, 5 and 6 of that Act; and**
  - (ii) The Family Dispute Resolution Act 2013?**

**How are you able to apply and communicate laws, rules and purposes of the family justice system?**

- E. What knowledge and understanding have you of child development and its relevance to day-to-day care and contact issues?**

- F. How are you culturally aware, in particular of Maori values and concepts?  
How are you able to address diversity in parties to mediation?**



**G. How are you able to –**

- (i) Assess parties to the mediation, and their circumstances and history, for factors (in particular in relation to possible domestic violence) indicating risks that might arise during, or in the context of, mediation sessions? And**
- (ii) Manage any risks likely to arise?**

**H. What knowledge and understanding have you of professional and ethical principles and practices?**

**FAMILY MEDIATION EXPERIENCE**

Provide details of your family mediation experience.

If you are providing examples of agreements, these can be annexed to your application.

Provide no more than 3.



Provide evidence of at least 5 years practice in family mediation or an associated profession.

**APPLY TO BE AN ASSOCIATE FDR**

Only fill this section if you are not already a Fellow or an Associate of AMINZ and you wish to apply to be an AMINZ Associate (FDR).

Do not repeat any information otherwise provided in this application.

Provide evidence of your understanding of the Associate (FDR) requirements. (See the Guidelines to Admission).

**PROFESSIONAL SUPERVISION**

Detail your professional supervision

**SELF REFLECTION**



## ASSESSMENT

You will be contacted in regards to your interview.

## REFEREES

Each applicant should be sponsored by two referees who, from their personal knowledge of the candidate, can support the applicant as a fit and proper person. It is preferred that the referees are members of AMINZ. If this is not possible the names of two referees who have known the applicant professionally for a number of years should be given. Please note that referees will be contacted by your membership assessor and interviewer.

### FIRST REFEREE

Name:

Telephone:

Email:

Number of years the referee has known the applicant:

### SECOND REFEREE

Name:

Telephone:

Email:

Number of years the referee has known the applicant:

## DECLARATION

- (a) I, the undersigned, hereby apply for admission to membership of the Arbitrators' and Mediators' Institute of New Zealand Inc. and do agree, if admitted, to comply with the Rules and By-Laws and any subsequent amendments and/or alterations thereto which may be made.
- (b) I certify that the above details are correct.

Signed by Applicant \_\_\_\_\_ Date \_\_\_ / \_\_\_ / \_\_\_

Thank you for your panel membership application.

You will be contacted by the Membership Services Administrator regarding your application. Applications usually take 25 working days to process, including an interview with one assessor, after which time the application is presented to Council when it next meets.

Council meeting dates can be found at: [www.aminz.org.nz](http://www.aminz.org.nz), click on "About Us" and click on "Council and Staff".

If you have any questions regarding your application or the process please contact the AMINZ office: 0800 426 469 or [membership@aminz.org.nz](mailto:membership@aminz.org.nz)