



Gaining CPD with AMINZ

A guide to Continuing Professional Development

Your CPD points can be gained across three categories. You will need to ensure you have gained points in at least two of the three categories each year. So, what constitutes a CPD point? Explore each category below and find out how many points you can gain based on the activities you participate in.

Category One: Practice

Gain CPD in this category if you act in the capacity of

Arbitrator, mediator, facilitator, adjudicator, referee, conciliator or other neutral

10 per event, if event exceeds 1 week then 10 points per week

Counsel, advocate, representative or expert witness

0.5 per day up to 6 points (per week if appropriate)

Members claiming under this clause are invited to submit brief details on the relevant dispute resolution process. The assessors may, where they consider appropriate, approve a credit of fewer points

Category Two: Teaching or Learning

Gain CPD in this category by

STUDYING

Pass a formal tertiary study unit
10 per unit

Significant private study in ADR
1 per half day (max 10)

Thesis
10 per significant chapter

TEACHING

Give professional supervision or formal mentoring
2 per event

Formal tertiary lecture
2 per event

A practicum or practical exercises
2 per half day, 28 for full practicum

AUTHORING

Conference paper
10, divided by no. of authors

Book on ADR
20 per chapter, divided by no. of authors

Minor article
Eg. for leading a breakfast meeting), 2 per event

Substantial paper in an authentic journal
10, divided by no. of authors

Category Three: Attendance at Dispute Resolution Events

Gain CPD in this category
by participating in



AMINZ breakfast meeting
1 for participation, 2 for presentation

AMINZ Annual Conference
2 per half day of formal sessions

Informal mentoring or debriefing with a
colleague (give or receive)
1 per time

AMINZ seminar
2 per half day

Other relevant seminar
1 per half day

Any other item
Dependant

Example

Joe Bloggs gained his required 30 points by:

Providing informal support to a colleague	10x = 10 points
Attending AMINZ Breakfast meeting	4x = 4 points
Acted in the capacity as a mediator	1x = 10 points
Attending AMINZ seminar	3x = 6 points
TOTAL	30 points

Note: You will likely gain CPD through your day-to-day professional activities (such as informal mentoring with a colleague.) Keep this in mind when you're adding up what you have participated in throughout the year. If you have any questions, contact membership@aminz.org.nz