

## MEDIATOR APPLICATION FORM

Please provide the information requested below and attach additional sheets, if needed. Alternatively, you may submit a resume and cover letter provided that those documents answer the following questions:

### 1. General Information

Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

#### A. Please check one:

\_\_\_\_\_ I meet the training and experience requirements as specified in the Rules of the Chief Administrator of the Courts, 22 NYCRR §146, and am applying to be included on the Court Roster of Mediators.

\_\_\_\_\_ I believe that I meet the training requirements, but not the experience requirement, I am applying to be included on the roster as an unpaid apprentice mediator so that I may acquire the necessary experience to be considered for admission as a paid mediator at a future time.

### 2. Employment History

Please list in reverse chronological order all employment and periods of unemployment over the last ten (10) years. Attach additional pages if necessary.

<u>Name of Firm</u> Or <u>Employer</u>	<u>Address</u>	<u>Position</u>	<u>Years of</u> <u>Employment</u>	<u>Reason For</u> <u>Leaving</u>
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As to the above, please provide a summary of the type of work performed, including areas of specialization.

3. Education

Please list in reverse chronological order. Attach additional pages if necessary.

<u>School</u>	<u>Year of Graduation</u>	<u>Major</u>	<u>Degree earned</u>
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4. List any professional licenses you hold:

5. List all courts and administrative agencies in which you are, or have been, admitted to practice, including dates of admission:

6. Mediation Training

Please detail all mediation training you have taken, attach additional pages if necessary.

<u>Course</u>	<u>Instructor(s)/Entity</u>	<u>Date of Completion</u>	<u>Total Hours</u>
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Have you been certified as a mediator? If yes, please provide details:

Attach copies of certificates of completion for the above-referenced training. If no certificate is available, you may be requested to supply relevant syllabus or course materials or other documentation that will demonstrate that the course meets the established requirements.

7. Mediation Experience

How many cases have you mediated in the last five (5) years?

Of these, how many involved family issues?

On a separate sheet, please provide a brief statement (one page) outlining your mediation experience.

Are you able to conduct mediation in a language other than English?

If yes, specify languages and level of proficiency:

Please describe any other training or experience you believe enables you to serve as a mediator in matrimonial matters:

8. Answer all the following questions by placing an X in the appropriate column.

If you answer "Yes" to any of these questions, provide details on an attached sheet.

	<u>Yes</u>	<u>No</u>
A. Except for minor traffic offenses and adjudication as youthful offender or juvenile delinquent;		
Have you ever been convicted of an offense or crime or been cited for contempt of court?	_____	_____
Have you ever forfeited bail or other collateral?	_____	_____
Do you now have an criminal charges pending against you?	_____	_____
B. Have you ever received a discharge from the Armed Forces		

that was other than honorable? \_\_\_\_\_

C. Have you ever been dismissed from any employment for reasons other than lack of work or funds? \_\_\_\_\_

D. Are you currently in default of any court order in any state including that of child or spousal support? \_\_\_\_\_

E. Have you ever been the subject of any disciplinary action concerning your current or any past profession? \_\_\_\_\_

F. Are there any unsatisfied judgments against you? \_\_\_\_\_

I affirm that the information I have supplied on this application, including any attached papers, is true to the best of my knowledge and belief.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

\*Please forward this application to the attention of:  
District Administrative Judge C. Randall Hinrichs  
John P. Cohalan, Jr. Courthouse  
400 Carelton Avenue  
PO Box 9070  
Central Islip, NY 11722.