

8TH JUDICIAL DISTRICT ADR PROGRAM
COURT ROSTER PARENTING COORDINATOR
Matrimonial and Family Court Matters

APPLICATION FORM AND INSTRUCTIONS

4/25/08

The 8th Judicial District ADR Program is assembling a Court Roster of parenting coordinators in matrimonial and Family Court matters to handle high conflict parenting time matters pending before the court.

Parenting coordination is a child-focused alternative dispute resolution (ADR) process in which a mental health or legal professional with mediation training and experience assists high conflict parents to implement their parenting plan by facilitating the resolution of their disputes in a timely manner, educating parenting about children's needs. With prior approval of the parties and the court, the PC may make decisions within the scope of the court order or appointment contract.

The overall objective of parenting coordination is to assist parents in high conflict to implement their parenting plan, to monitor compliance with the details of the plan, to resolve conflicts regarding their children and the parenting plan in a timely manner, and to protect and sustain safe, healthy and meaningful parent-child relationships. Parenting coordination is a quasi-legal, mental health, alternative dispute resolution process that combines assessment, education, case management, conflict management and, upon consent, sometimes decision making functions.

Qualifications required for Court Roster membership include:

A PC shall be qualified by education and training to undertake parenting coordination and shall continue to develop professionally in the role.

A. The PC will be required to have training and experience in family mediation and professional interaction with high conflict families. The PC shall have completed the training required by then - current rules adopted by the 8th Judicial District, and as they may be amended or modified, or have sufficient years of professional experience to seek a waiver (whether temporary or conditional as determined by the ADR Administration of the 8th Judicial District) of this requirement.

B. The PC shall be a licensed mental health professional or licensed attorney

with experience in an area relating to families, or a certified family mediator with a master's degree in a mental health field.

C. The PC should have extensive practical experience in the profession with high conflict or litigating parents.

D. The PC shall have completed training approved by the ADR Administration of the 8th Judicial District in the parenting coordination process, family dynamics in separation and divorce, parenting coordination techniques, domestic violence and child maltreatment, and court specific parenting coordination procedures.

E. A PC must acquire and maintain professional competence in the parenting coordination process. A PC shall regularly participate in educational activities promoting professional growth. A PC may participate in peer consultation or mentoring to receive feedback and support on cases and such professional consultation is specifically permitted.

F. A PC must decline an appointment, withdraw, or request appropriate assistance when the facts and circumstances of a case are beyond the PC's skill or expertise, particularly when elements of domestic violence surface.

G. In the first twelve (12) months after adoption of these protocols, professionals who have significant exposure with high conflict families but lack some part of the criteria noted above, may petition the District, through the Office of Court Administration's Office of ADR and Court Improvement, for waiver of a qualification.

Candidates who attend the OCA sponsored parenting coordination training agree to provide 20 pro bono hours of parenting coordination services in exchange for the free training for those families who would otherwise not be able to afford these services. After fulfilling the pro bono requirement, Parenting Coordinators will be eligible for reimbursement at the hourly rate they establish and publish in the 8th District Court Roster of Parenting Coordinators. Compensation exceeding more than \$1,500.00 is subject to prior court approval.

Appointment to the Court Roster is at the discretion of the Administrative Judge of the Eighth Judicial District in consultation with the Coordinator of the Unified Court System's Office of Alternative Dispute Resolution Programs. Admission will be competitive and will be based on each applicant's training, experience, education, and availability to mediate. Applicants may be requested to complete additional training or experiential requirements prior to admission to the Court Roster if, in the opinion of the review committee, the applicant's parenting coordination training and experience does not fully prepare them for parenting coordinator status.

Parenting coordinators may be removed from the panel at the discretion of the Administrative Judge in consultation with the Coordinator of the Unified Court System's Office of Alternative Dispute Resolution Programs.

To be considered for the Eighth Judicial District Matrimonial and/or Family Court's Parenting Coordinator roster, please complete the enclosed application and return it to:

Sheila Schwanekamp
8th Judicial District ADR Program Administrator
One Niagara Plaza, 5th Floor
Buffalo, New York 14202

Include a copy of your resume or curriculum vitae.

Answer all questions completely.

Inform your references that they may be contacted by the 8th District Administrative Judge's Office.

Sign and date the declaration at the end of the application.

8th JUDICIAL DISTRICT ADR PROGRAM

APPLICATION for COURT ROSTER PARENTING COORDINATOR

A. General Information

Name: _____

Address: _____

Phone: _____

Email: _____

2) Please check one:

- I meet the training and experience requirements outlined above and am applying to be included on the Court Roster of Parenting Coordinators.

- I have significant exposure with high conflict families but I do not have some part of the criteria noted above. I would like my application to be considered by the Administrative Judge and the OCA ADR Office for inclusion of the Court Roster.

B. Education

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

School	Graduated?	Major or Type of Course	Degree earned or expected

List any professional licenses you hold - licensed mental health professional or attorney with experience in an area relating to families, or a certified family mediator with a master's degree in a mental health field:

C. Experience

Please detail in an attachment your extensive practical experience in the profession with high conflict or litigating parents.

D. Parenting Coordination Training

Please detail all parenting coordination training you have taken (attach additional pages if necessary:)

Course	Instructor(s)	Date of Completion	Total Hours

Attach copies of certificates of completion for the above-referenced training. If no certificate is available, the review committee may request relevant syllabus or course materials or other documentation that will enable the committee to determine if the course meets the established requirements.

E. Are you able to conduct parenting coordination in a language other than English?

- Yes
- No

If yes, specify language(s) and level of proficiency:

F. Professional Fees

Hourly rate _____

Will you accept referrals on a sliding scale basis in appropriate cases?

Yes _____ No _____

Answer all questions by placing an X in the appropriate column If you answer "YES" to any of these questions, provide details on an attached sheet	YES	NO
A) Except for minor traffic offenses and adjudications as youthful offender, wayward minor or juvenile delinquent: i) Have you ever been convicted of an offense against the law?		
ii) Have you ever forfeited bail or other collateral?		
iii) Do you now have any 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 violation of a court order in any state for child or spousal support?		

I affirm that all statements on this application (including any attached papers) are true.

Signature of Applicant

Date