# DFCC Family Mediation Internship Program

## Objective
The goal of the DFCC mediation internship program is to provide less experienced mediators with the opportunity to obtain practical experience, bridge the gap between theory and practice and provide exposure to court-connected family mediation and information services.

## Internship Program
The DFCC internship program will provide a structured, 100-hour onsite at court training program extending over a period of three to six months. The program will include 90 hours of supervised mediation experience and 10 hours of additional training such as report writing or other training deemed necessary by the Mediation Coordinator.

## Internship Agreement
Interns are required to enter into a legal Internship Agreement with DFCC that sets out the terms and conditions of the Intern’s participation in the program.

## Screening Process
Interns must submit a cover letter and résumé for screening of entry requirements. If entry requirements are met the applicant will be interviewed by the Program Director and Mediation Coordinator to further determine suitability. Candidates may be required to demonstrate their skills in a role-play scenario as part of the interview.

## Acceptance Requirements
The program requirements follow Ontario Association of Family Mediation accreditation criteria for family mediators as follows:

- Interns must have a professional degree or the equivalent in either the law or the behavioural sciences and must have completed a minimum of 40 hours of basic training in family mediation, 20 hours of family mediation skills training and 14 hours of assessing for domestic violence and power imbalances for family mediators.

## Internship Length
100 hours over a minimum of 3 months to a maximum of 6 months as determined by the Durham Family Court Clinic.

## Fees
Total Fee: $3,000 payable to DFCC in advance.

- Total fees are non refundable after 50 hours of participation in the program.
- $1,500 will be refunded if the less than 50 hours have been completed.

## Insurance:
Intern must have and provide DFCC with proof of professional liability insurance of $2 million per incident and a current CPIC prior to beginning the program.

## Program Director
David Millar

## Family Mediation Coordinator
Darlene Murphy

## Trainers
DFCC Senior Family Mediators
<table>
<thead>
<tr>
<th>Supervision</th>
<th>Supervision will include on-going consultation with immediate feedback by a senior mediator, observation, co-mediation, and debriefing sessions.</th>
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<tbody>
<tr>
<td>Intern Evaluation</td>
<td>The program coordinator will provide on-going evaluation through the use of skill assessment tools to determine the skill level of each intern. If it is determined at any point that an intern’s skill level does not meet minimum standards, or if he/she is not deemed appropriate for the program, the internship will be terminated. Interns will participate in skill assessments.</td>
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<tr>
<td>Internship Content and Training</td>
<td>Individualized program involving observation, co-mediation and consultation. Training will include intake procedures, screening for domestic violence, the court and case management process, courtroom observation, attendance at the Family Law Information Centre, Parent Information Session, casework review and preparation of Draft Consent and/or Memorandum of Understanding.</td>
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<td>Expectations of Interns</td>
<td>Interns are expected to observe and work on a minimum of 10 family mediation on-site cases. Intern will be responsible for completing a weekly summary of learning objectives. A certificate will be provided upon completion of the internship. Interns are expected to attend the on site location at Family Court a minimum of one full day every week. Interns are expected to be available for all debriefing and evaluation and training activities as determined/recommended by the Mediation Coordinator.</td>
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<td>How to Apply</td>
<td>If you meet the above-mentioned criteria and are interested in further exploring the possibility of completing an internship program, please send a covering letter and résumé to <a href="mailto:dmurphy@dfcc.org">dmurphy@dfcc.org</a> or call Darlene at 905-436-6754, ext. 345.</td>
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