



550 Hulet Drive, Suite 102
Bloomfield Hills, MI 48302
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www.mediation-omc.org

COMMUNITY MEDIATOR TRAINING APPLICATION

Directions: Complete this form as briefly and accurately as possible and return it to Oakland Mediation Center, attn: Charity Burke by March 14, 2014. Applications can be sent by mail to: 550 Hulet Drive Suite 102, Bloomfield Hills, MI 48302; Fax: (248)-338-0480; or email to cburke@mediation-omc.org.

Qualifications:

Oakland Mediation Center is looking for citizens who wish to give back to the community by helping others resolve disputes as Community Mediators. We are looking for individuals who are/have:

- Availability during business hours
- Patience and like working with people
- Able to work well independently and with others
- Punctual and have good attendance
- Articulate and speak/write English fluently (multiple languages are a bonus, but not required)
- Willing to submit to and can pass a background check and Department of Human Services clearance
- Age 21 and up
- Time to commit to serving the community as well as meeting service requirements and continuing education requirements
- Time to complete all 40 hours of training and an all day Orientation

Section One: Identifying Information (Never released without your permission)

1. Name: _____
(Last) (First) (Middle Initial)
2. Address: _____

3. Telephone: (daytime) _____ (evening) _____
4. E-mail address: _____

Section Two: Identifying your special interests, and any experience you have that will contribute to the class and the field of conflict resolution.

5. Why are you interested in becoming a mediator? _____

6. What kinds of disputes, if any, are you interested in? _____

7. What language do you read or write, or speak fluently, other than English? _____

8. If you now have (or ever did have) a volunteer or paid job involving conflict resolution, what was/is it? _____

Section Three: Demographic Information. OMC uses this information only to help us in forming a panel representative of the community, and not to discriminate against anyone.

9. Date of Birth: _____/_____/_____
10. Ethnic Identity/ Nationality: _____
11. Gender: _____
12. Professional Background: _____
13. Educational Background: _____

Section Four: Other Information

14. No one can be accepted into this training class who cannot attend all 40-Hours of training and attend an all day Orientation. Is this a 100% attendance commitment that you can make?
 _____ YES _____ NO
15. What days, times and locations are you available for unpaid volunteer work as a mediator, lasting up to 3.5 hours at a time?
 _____ Pontiac Monday 1:00pm-4:30pm
 _____ Rochester Tuesday 9:00am-12:30pm
 _____ Waterford Wednesday 9:00am-12:30pm
 _____ Southfield Wednesday 1:00pm-4:30pm
 _____ Pontiac Friday 9:00am-12:30pm
 _____ Additional availability, please specify _____
16. If you have had previous training as a mediator, or in conflict resolution of any kind, where and when did it occur?

17. Where did you hear about this training? _____
18. Do you have any special needs that we need to know about in order to help you participate in this training? _____

PROFESSIONAL REFERENCES		
<i>(Please list three professional references)</i>		
Name	Company and Title	Telephone Number

APPLICATION PROCESS

OMC values volunteers whose sole motivation is to help the greater community peacefully resolve conflict, who can commit to the volunteer service requirements, who possess the necessary skills to act as third party neutrals, and whose mediation philosophy is compatible with that of OMC's mission and vision and The Mediator Standards of Conduct.

Step 1: Application

OMC will review each application to ensure qualifications are met. If individuals meet the qualifications, they will be contacted to schedule an interview. If individuals do not meet the qualifications, they will be notified in writing.

Step 2: Interview

At the interview, applicant's qualifications, interests, knowledge, skills and attitude will be discussed.

Step 3: Background Check

A criminal background check and DHS Clearance will be completed by those who are approved to complete the internship.

Step 4: Internship

Once applicant has been approved and background check and clearance results have been received, they will be scheduled to complete a 10-hour internship consisting of observation and/or co-mediation.

Step 5: Roster

Upon completion of the internship, OMC staff will determine whether or not individuals will be placed on its roster.

Signature: _____ Date: _____