

# Virtual Introduction to Mediation



## **What is the aim of the course?**

To provide an understanding of the general principles of Mediation and its relationship to other dispute resolution processes. The course will provide candidates with an introduction to the legal position of, and good practice and procedure in, Mediation.

## **What are the learning outcomes?**

On successful completion of this course candidates will be able to:

- Understand the background to Mediation,
- Describe the process and procedure of Mediation,
- Understand Mediation in the context of other forms of dispute resolution.

## **What is covered within the syllabus?**

- The nature of conflict
- How Mediation differs from other forms of conflict resolution
- The principles of mediation
- The Models of Mediation
- The core skills of a Mediator
- The structure of a Mediation meeting

## **How is the course delivered?**

The course is delivered over 2 half days to eliminate virtual fatigue. The day starts at 9:00 and goes to 13:00 (Eastern Caribbean time).

## **Will the Virtual Tutorials be recorded?**

Due to data protection laws, we do not guarantee that virtual tutorials will be recorded. Ciarb is committed to supporting candidates to be successful in their courses and to achieve successful outcomes in their assessments. We therefore strongly recommend candidates attend all scheduled virtual tutorials.

Our virtual tutorials are designed to be interactive teaching and learning experiences taught by Senior Tutors who will assess your individual needs. Candidates therefore will be at a disadvantage if they do not attend all virtual tutorials.

## **How will I be assessed?**

Assessment of this course is completed through an online multiple choice test accessed via LearnADR, Ciarb's online learning platform. Candidates will be given 28 days to complete and submit the assessment. Candidates must achieve a minimum overall mark of 55% to pass the course.

Results are made available to candidates immediately upon completion of the assessment. The assessment fee of £72 inclusive of VAT is already included in the course fee and candidates are not required to register and pay for the assessment separately.

## **What are the entry requirements?**

There are no entry requirements. The course is intended for candidates who:

- Are new to the field of Mediation,
- Wish to learn more about Mediation and its benefits to users,
- Wish to become an Associate member of Ciarb.

Candidates enrolling on any Ciarb course/assessment are required to ensure that their command of spoken and written English is adequate for the course/assessment for which they have applied. Ciarb does not require any evidence of this standard prior to enrolment on a course/assessment. However, it is the candidate's responsibility to ensure their English language skills are at a Professional Working Proficiency level, in order to meet the required standard when enrolling for any Ciarb course/assessment.

It is recommended that candidates have achieved a standard that is, as a minimum, equivalent to the International English Language Testing System (IELTS) level 7 or a score of 94-101 in the Test of English as a Foreign Language (TOEFL) system. (Please note that we do not require an official IELTS or TOEFL result).

Please contact the British Council for further details on how to improve your English skills: <https://learnenglish.britishcouncil.org/>.

## **What is the course fee and what does it include?**

The course fee is £225 inclusive of VAT. The fee includes registration on the course, access to virtual classrooms and study materials.

Kindly be advised that the process for scheduling assessments does not require a separate booking. Additionally, it is imperative to be mindful of the specified deadlines associated with the assessment.

## **How do I register for the course?**

To register for the course, go to [www.ciarbcaribbean.org](http://www.ciarbcaribbean.org), download the Registration Form and submit it by email to the Course Administrator

at [info@ciarbcaribbean.org](mailto:info@ciarbcaribbean.org) no later than closing date for registration stated on the Registration Form.

Upon successful registration on the course, candidates will receive confirmation they are provisionally booked on the course and payment instructions will be issued. Upon payment of the course fee, joining instructions and course materials will be made available to the candidates approximately 2 weeks before the course start date, and candidates will receive an email with their username and password.

### **What is Ciarb's policy on cancellation of courses?**

Ciarb reserves the right to cancel the course or change the date or content of programmes and the names of speakers, lecturers and tutors. Candidates will be provided with adequate notice of cancellation or any change. If Ciarb has to cancel a course, candidates will be provided with a full refund or the opportunity to transfer their registration to the next course.

Should a candidate wish to cancel/defer their registration of a course, notification must be received in writing to [info@ciarbcaribbean.org](mailto:info@ciarbcaribbean.org). Deferral charges apply. Please refer to the Fee Terms and Conditions for full details.

### **What is my next step when I complete the course?**

On successful completion of this course and its corresponding assessment, candidates:

- Will be awarded an Introductory Certificate,
- May progress onto Module 1 of the Mediation Pathway,
- Will be eligible to apply for Associate grade membership of Ciarb and take advantage of a range of educational and professional benefits.
- Candidates are only eligible to apply for the relevant membership grade for a maximum of 2 years after having successfully completed the course & assessment.