



# Introduction to Mediation

Chartered Institute of Arbitrators  
Caribbean Branch

September 2020



## What is the aim of the course?

The course is aimed at providing candidates with an understanding of the general principles of mediation and its relationship to other dispute resolution processes. The course will introduce candidates to the legal position of, and good practice and procedure in, mediation.

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, or wish to become an Associate member of CI Arb. CI Arb membership provides a world-class qualification demonstrating excellence in ADR. Becoming an Associate member is a step through our world-renowned training programme to become a CI Arb Member and Fellow.

## What is covered within the syllabus?

Through private study and virtual tutorials, candidates will learn and gain knowledge of:

- 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

## 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 are the entry requirements?

There are no pre-requisite entry requirements for this course.

English Language Competence – Training and assessment is carried out in English. It is therefore essential that candidates are proficient in both written and spoken English.

To enrol on the course, submit the Registration and Contact Form to [info@ciarbcaribbean.org](mailto:info@ciarbcaribbean.org)

Upon successful registration on the course, candidates will receive confirmation that they are provisionally booked on the course, subject to full payment of the course fees.

Upon payment of the fees, candidates will receive joining instructions, course materials and the course schedule by email not later than 16 September 2020.

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

The course fee is US\$300.00 (also payable in Eastern Caribbean or Barbados currency). The fee includes registration, study materials, tuition and assessment.

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

The course is delivered with a combination of private study and virtual tutorials. Private study includes reading course materials and undertaking self-assessment tasks in the candidates' own time. Virtual tutorials involve the candidates attending two virtual classrooms via the Zoom online platform.

### **How will candidates be assessed?**

Candidates will be assessed on the basis of an online multiple-choice test accessed via LearnADR, CI Arb'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.

On successful completion, candidates will be awarded an Introductory Certificate, may progress onto a Module 1 course in Mediation and will be eligible to apply for Associate member grade of CI Arb and take advantage of a range of educational and professional benefits.

### **What is CI Arb's policy on cancellation?**

CI Arb reserves the right to cancel the course, or change the dates or content of programmes and the tutors. Candidates will be provided with adequate notice of any cancellation or changes. If CI Arb cancels the course, candidates will be provided with a full refund of any fees paid or the opportunity to transfer their registration to the next course if available.

Should a candidate wish to cancel his or her confirmed registration of a course, notification must be received by email, prior to the start of the course, to [info@ciarbcaribbean.org](mailto:info@ciarbcaribbean.org). Cancellation charges will apply.