

## AFCC MN TRAINER APPLICATION

Are you applying as a primary/coordinator trainer or an assistant trainer?

Note that all trainers must complete a curriculum/trainer program provided by AFCC MN Training Committee.

Please provide the following information – for some questions your curriculum vitae or other summary of information such as professional credit reporting, which is attached to this form will be appropriate as an answer.

1. **Contact information**: Name, preferred pronoun, address, email, phone number and name of employer or professional practice.
2. **Education**:
  - a. What is your education background since high school?
  - b. What professional degrees, board or professional certifications do you hold?
3. **Employment**: Describe your professional employment history including approximate dates, employers and positions held.
4. **Family processes training**:
  - a. What training have you completed in ADR theory, methods and processes including the 40-hour family law mediation training?
  - b. Are you a Rule 114 Qualified Neutral?
  - c. What if any training do you have regarding custody evaluation training?
  - d. In the last five years what training have you had in family issues such as:
    - i. Resources for families
    - ii. Property issues
    - iii. Child Development

- iv. Effects of divorce on children
- v. Domestic violence
- vi. Child abuse

5. **Practice experience:**

- a. What ADR processes have you participated in as an attorney, mental health provider, coach or expert?
- b. What specific ADR processes have you personally provided as a neutral and approximately how many over what period of time?
- c. Have you conducted custody evaluations? How many over what period of time?

6. **Trainer experience:** For any trainings you have conducted:

- a. Were you a primary, assistant or subject matter trainer for each training described below?
- b. List the trainings you have conducted including
  - i. The subject matter of the training;
  - ii. Length of the training;
  - iii. When the training was provided;
  - iv. For what organization or entity the training was provided;
  - v. Did you receive a Rule 114 certification or equivalent for a training?;
  - vi. What was the specific course taught and for how many credits?
- c. What experience do you have training online?
- d. What experience/training do you have with adult learning?
- e. Have you created a curriculum for the training(s) you provided that was approved by the governing entity if any? Did anyone assist you or contribute to this curriculum?

7. **Domestic Violence:** What teaching or training experience do you have regarding domestic violence?

8. **Client experience:**

- a. What geographic area do you typically work in?
- b. What is the proportion of self-represented versus represented cases for which you have provided services?
- c. What approximate proportion of your cases in which you are providing services include issues of cultural diversity?
- d. What approximate proportion of your cases in any role have included issues of domestic violence?

9. **Contributions to professional education:** In the last ten years what articles/chapters or books have you published or updated? What courses have you taught including higher education classes as an instructor or guest lecturer, conference presentations, lectures?

10. **Professional Conduct:** Have you ever been publicly disciplined by a licensing entity or professional board? If so, provide details.

11. **Other information:** Considering the attributes described on the AFCC Trainer Recruitment Fact Sheet, is there any other information you would want to provide?

**PLEASE EMAIL COMPLETED APPLICATION TO:  
afccmn@gmail.com**