



The Family Mediation Council seeks to appoint independent members to its Family Mediation Standards Board

The Family Mediation Council (FMC) is dedicated to promoting best practice in family mediation and to ensuring the public can confidently access family mediation services which meet exacting professional and training standards, which were introduced in 2014. In 2015, the FMC established a committee responsible for implementing and overseeing these standards: the Family Mediation Standards Board (FMSB).

The FMSB has made considerable progress since its establishment, introducing a register of family mediators, approving foundation training courses, implementing an appeals system and working with the Ministry of Justice to ensure that only authorised family mediators can sign court forms.

The challenge which lies ahead is to strengthen regulation by implementing the remaining parts of the standards framework, providing guidance on developing it further as required and continuing to demonstrate the value of self-regulation to family mediators.

The FMC is now seeking to appoint two independent members to sit on the FMSB. Members are at the forefront of the implementation and development of standards and self-regulatory framework of the FMC.

Independent members bring an important outside perspective to the FMSB. Its three current independent members have backgrounds working at a senior level in the NHS, the nuclear industry and business. The new independent FMSB members will work alongside the three existing independent members and four mediator members to bring the total FMSB membership to nine.

We are particularly interested to hear from people who have different experience and backgrounds to those already on the FMSB, who may bring other perspectives.

It is anticipated that the work will involve a time commitment of two or three days per month. This time will be spent in FMSB meetings (c. three meetings a year in

London, and two online), with remaining time spend in working group meeting or working on projects that you take on.

The role is not remunerated although reasonable travel expenses to meetings on FMC related business will be reimbursed. Subject to an initial review after six months, it is anticipated that the appointment will be for a period of three or four years, with the potential for re-appointment.

Role & Responsibilities

The FMSB is responsible strategically to the FMC for the operation of the professional standards and self-regulatory framework for family mediation in England and Wales. This is a non-statutory professional framework that mediators are nevertheless required to comply with if they wish to undertake publicly funded work or sign official documentation relating to mediation information and assessment meetings (MIAMs). More details about the standards framework can be found on our website [here](#).

The primary functions of the FMSB are to do the following, in accordance with the professional standards and self-regulation framework:

- Maintain, keep under review and develop the professional standards for family mediation.
- Maintain a publicly accessible register of trained and qualified family mediators, and of Professional Practice Consultants
- Consider initial training courses for approval, consider any appeals relating to courses that are not approved, and monitor the ongoing quality of courses.
- Oversee the accreditation process that leads to qualified (FMCA) status.
- Consider and make decisions on complaints and disciplinary matters that have been escalated from FMC member organisations, and where necessary investigate potential shortcomings in member organisations' procedures.
- Monitor any other member organisation functions that have a direct bearing on the quality of the professional standards and self-regulation framework.
- Maintain management information to enable the Board of the FMC to carry out its responsibilities effectively and to provide statistics relating to the professional standards and self-regulation framework.
- Keep under review the effectiveness and cost-effectiveness of the Board's operations.

Members are supported in these functions by the FMC's and FMSB's Executive Officer and a provider of administration services.

A detailed role and person specification can be found below.

How to Apply

Closing date for applications: 21 April 2023

Interview dates: tbc

Applications should be sent by email to Helen Anthony, at executive@familymediationcouncil.org.uk and should include:

1. A supporting statement no longer than two pages that explains:
 - Why the role interests you
 - How you meet the person specification and would fulfil the role description
 - What specific strengths you would bring to the post.
2. Your CV with education and professional qualifications, employment history and current or recent membership of any relevant boards or committees. Please include your daytime and evening telephone contact numbers and e-mail address, which will be used only to contact you. Please also include the names of two professional referees. Please note that referees will be approached only with your prior knowledge, and only following a successful application and interview.
3. A completed equal opportunities monitoring form (available on the FMC's website [here](#)). Please note that this is voluntary.

Interviews

Applicants with the most appropriate mix of qualifications and experience will be invited to participate in the selection process.

Appointments will be made subject to satisfactory references.

Further information

If you have any questions about the appointment or the process, please do not hesitate to contact Helen Anthony at executive@familymediationcouncil.org.uk

Person Specification and Role Description for independent FMSB Members

Successful candidates will have:

- An understanding of the role of family mediation in family justice
- Enthusiasm for the development of the profession through promoting high standards of conduct and practice
- Commitment to the protection of the public through professional self-regulation and familiarity with the operation of standards and regulation in a professional setting
- Experience of working well in a team and making decisions in a demanding environment by:
 - engaging in constructive but challenging debate
 - contributing to collective decision-making
 - giving direction to an enterprise
- Ability to prepare materials and reports in isolation if necessary, to feed into the Board and/or a committee
- Experience of applying high standards of integrity and probity
- Experience or understanding of the constraints of running a small organisation with limited resources and a significant reliance on voluntary effort
- Ability not only to set and oversee the FMSB's strategic direction but also to pay appropriate attention to operational implementation of the FMSB's terms of reference working with the Executive Officer
- Ability to grasp and analyse complex issues, and creativity to propose practical solutions
- Strong verbal and written communication skills
- Sensitivity and tact to work constructively with colleagues in the FMSB and the FMC and with the wider family mediation community
- Time and energy to contribute to the role

Candidates may also have:

- Experience of developing professional standards/training/programmes of learning for professionals;
- Experience of complaints handling procedures;
- An understanding how to respond to changing demands and deliver innovative solutions to grow a profession;
- Commissioning/designing/developing IT infrastructure;
- Working with different stakeholders; or
- Acting as an independent person to making evidence based decisions (for example as a judge or complaints officer).

FMSB members are expected to:

- Pursue the agreed purposes and objectives of the FMSB at all times
- Contribute actively to the creation, implementation and monitoring of the FMSB's strategic and operational plans that give effect to its objectives
- Participate regularly in meetings of the FMSB and nominated committees or working groups, keeping well prepared and well informed, and able to contribute productively to all discussions and decision-making
- Contribute to the creation, development and confirmation of documents, and comment on issues and proposals, by email and phone
- Volunteer for and take on as requested specific roles and assignments as delegated from the FMSB, reporting back to the FMSB as determined
- Establish and maintain collegial working relationships with other FMSB members and with the FMC, contributing to the effective conduct of business on behalf of the family mediation profession
- Participate positively in the annual processes for the FMSB's self evaluation and members' appraisal
- Maintain high standards of integrity and probity, sustaining best practice in governance