



LANE COUNTY  
B017  
Revised: 06/00  
Updated: 01/07/05  
Updated: 01/23/07  
Updated: 03/11/08

## FAMILY MEDIATOR

**CLASS SUMMARY:** To perform court-mandated professional mediation services with parents involved in custody and/or parenting time disputes; and to perform related duties as assigned.

**SUPERVISION RECEIVED:** Receives direction from the Family Mediation Program Manager.

**TYPICAL CLASS ESSENTIAL DUTIES:** (These duties are a representative sample; position assignments may vary.)

- |    |   |
|----|---|
| 1. | Conducts client assessment; obtains appropriate documents; plans and implements intervention to comply with client needs.                               |
| 2. | Meets with clients to facilitate constructive conflict resolution; provides education and referrals to assist clients in improving family relations.    |
| 3. | Writes custody and parenting time agreements and plans for clients and attorneys.   |
| 4. | Completes case-related correspondence; prepares appropriate records and reports.  |
| 5. | Maintains contact with attorneys and professionals relating to individual cases.  |
| 6. | May address professional organizations, schools, community agencies, and other interested groups on matters pertaining to the Family Mediation Program. |
| 7. | Assists in program planning and evaluation.   |

**Knowledge of** (position requirements at entry):

- Principles, practices, and techniques of domestic relations mediation. Principles, practices, methods, and techniques of marital, family, and parent/child dynamics and child development.
- Techniques and methods of effective conflict resolution.
- Domestic relations, confidentiality laws, and the court system.
- Acceptable alternatives in custody and parenting time.

**Skills in** (position requirements at entry):

- Promote and facilitate conflict resolutions.
- Work effectively within limited time frames with clients of varied backgrounds.

LANE COUNTY  
Family Mediator (Continued)

- Effect constructive change in behavior.
- Maintain effective working relationships with those contacted in the course of work.
- Communicate clearly and concisely, both orally and in writing.

**Training and Experience** (positions in this class typically require):

Master's or doctoral degree from an accredited college or university in a behavioral science, or a law degree from an accredited law school with substantial course work and/or Continuing Legal Education credits in family law.

Participation in at least 20 cases of domestic relations mediation totaling at least 100 hours, or two years of professional mediation, direct therapy/counseling experience or legal practice with domestic relations or juvenile caseloads, that otherwise satisfies the experience/training requirements for court connected domestic relations mediators.

An equivalent combination of experience and training that will demonstrate the required knowledge and abilities as required by OJD Court-Connected Mediator qualifications rules is qualifying.

**Licensing Requirements** (positions in this class may require):

**NOTE:** These positions are represented by AFSCME Local 2831.

**Classification History:**

Deminimus change memo clarifying education and minimum experience requirements approved by County Administrator 03/11/08.

Deminimus change memo clarifying experience approved by County Administrator 01/23/07.

Deminimus change memo approved by County Administrator 01/07/05.

Deminimus change memo approved by Human Resource Director 09/13/2011.

.FLSA Status: Exempt