

KEVIN A. ELSENHEIMER
THOMAS G. POWER
CIRCUIT JUDGES

State of Michigan



Thirteenth Judicial Circuit

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(231) 922-4701
c13court@13thcircuitcourt.org
www.13thcircuitcourt.org

COUNTIES
ANTRIM
GRAND TRAVERSE
LEELANAU

TRINA GIRARDIN
Court Administrator

APPLICATION: GENERAL CIVIL MEDIATOR

An applicant for approval as general civil mediator for the 13th Circuit Court must complete this application form, attach a copy of your résumé and return it to the ADR Clerk. Pursuant to MCR 2.411(F), to be eligible to serve as a general civil mediator, you must meet certain minimum qualifications.

1. I completed a State Court Administrator approved mediation training program held at _____ on _____.
(Please attach a copy of your certificate of training.)
2. I have:
_____ a Juris doctor degree from _____,
or
_____ a graduate degree in conflict resolution from _____,
or
_____ 40 hours of mediation experience over two years. On the reverse side of this form or on a separate sheet of paper, please provide details of your experience, including at a minimum when and where you obtained your experience.
3. I have observed two general civil mediation proceedings conducted by _____ and _____ approved mediators, on _____ and _____ and I have conducted one general civil mediation to conclusion under the supervision and observation of _____, an approved mediator, on _____. (Please attach verification from the approved mediators or CDRP.)
4. _____ I have specialized experience or training, but do not meet the specific requirement for a general civil mediator. I am applying for special approval. On the reverse side of this form or on a separate sheet of paper, please provide details of your specialized experience or training.
5. I will charge _____ for my services as a mediator or My fee for mediation services will be determined as follows: _____

I am willing to provide _____ hours of reduced fee mediation services per year.
I am willing to provide _____ hours of pro bono mediation services per year.

6. To maintain your approval as a general civil mediator, you are required to obtain 8 hours of advanced mediation training during each 2-year period. Please provide documentation establishing compliance as soon as it becomes available.
7. OPTIONAL: Race _____ Ethnic Origin _____ Gender _____

I hereby certify that I meet the requirements for service under the Court's ADR Plan; that I will not discriminate against parties or attorneys on the basis of race, ethnic origin, gender or other protected personal characteristic; and that I will comply with the Court's ADR Plan and orders of the court regarding cases submitted to mediation; and that I will conduct myself with honesty, integrity, and impartiality in providing mediation services according to Standards of Conduct adopted by the State Court Administrator.

Date: _____

(Signature)

E-Mail: _____

(Print name)

Return to:

Judy M. Telgenhof
13th Circuit Court
ADR Clerk
jtelgenhof@13thcircuitcourt.org
231-922-4741