

# AAP – ACR Guidelines

## 1. AAP Description:

Application for the Academy of Advanced Practitioner of ACR may be based on:

- A. Up to 3 conflict engagement/resolution **areas of practice** (negotiator, facilitator, general practice mediator, dialogue facilitator, etc.). \*

Some examples of professional practices which may be included in application for AP include (but are not limited to) Facilitation, Coaching, Training, Organizational Consulting, Mediation (any context except Family or Divorce Mediation & Workplace Mediation), Graphic Facilitation, Dialogue Design and Management, Design and Management of Deliberation, Processes, and Negotiation.

## **OR**

- B. A specialty in using a variety of skill sets in a **particular context** (examples: working in schools, public issues, environmental concerns, businesses, international development, elder care, health care, and crisis management, etc.)

The application may include up to three types of practice or three contexts using multiple skill sets, **provided those contexts are closely related**. If the application guide or the committee determine that the areas are not closely enough related, the applicant may make a separate applications for additional areas.

My application is based on the conflict resolution area of practice or context of: (up to 3). This step is to be done in consultation with your guide and must be approved before you move to the next step.

- 1.
- 2.
- 3.

## 2. Training – minimum 80 hours for each identified area

**30 hours Foundational Conflict training:** (Theory and Application to Conflict Resolution, Neutrality, Conflict Management Skills, Communication) - includes 6 hours roleplay simulation, skill practice, and

**50 specialized training.** For each Area of Practice or Context that is the basis for the application, applicant must document six hours each of training in

- A. Substantive Knowledge (if applicable),
- B. Process,
- C. Application of Skills and Knowledge (“how-to”),
- D. Professional Guidelines (including Contracting/Ethics).

The remaining hours of specialized training must relate to one or more of areas of specialization. If the training is related to specialization but not specifically on the topic, give a very brief description of how the training is related. Example: If your specialty is group facilitation and you want to list a workshop in “Understanding Needs of People With Physical Differences” you might describe it as assisting you as a facilitator in working with a group in which there are members with physical (including neurological), learning, or emotional differences.

## 3. Experience - 360 hours

### **One skill set or area:**

If the applicant is applying in one skill set or area, they must document **360 hours as lead, solo, or co-leader** working directly with clients in the Practice Area and/or Context.

### **Two skill sets or related areas:**

An applicant applying for two areas would need 180 hours in each area (360 total)

Example: A person applying in curriculum design and teaching online dispute resolution would need 180 hour of experience in curriculum design and 180 hours of teaching online dispute resolution (a total of 360 hours).

### **Three skill sets or related areas:**

An applicant applying for three areas would need at least 120 hours in each related area. Example: An applicant for AP as a facilitator, coach, and conflict systems designer would need no less than 120 hours

experience in facilitation, 120 coaching, and 120 in designing conflict systems (a total of 360 hours).

Note, applicants may be able to use some experience to count in more than one area.

#### **4. Case Consultation – 15 hours**

For one area of specialty: Identify 15 hours of consultation supervision with established practitioners.

For more than one area or context, at least 8 hours of consultation for each area.

You will be asked to identify consultants along with their contact information. May use up to 3 consultants who will sign verification of the consultation.

Example: If an applicant is applying for Facilitation, Graphic Facilitation, and Dialogue Processes, a total of 24 hours of consultation would be needed – 8 in each area.

Consultations may include mentoring, working with a more experienced practitioner, case review & dialogue, individual and/or group consultations. Your guide will assist you in identifying the types of consultation that would be accepted.

#### **5. Ethics**

In signing this application, I am making a commitment to abide by the ACR Standards of Ethics.

#### **6. Service**

- In signing this application, I commit to 15 hours conflict-field related volunteer service every 3 years

#### **7. Continuing Education**

There is a requirement to complete 25 hours of continuing education every 3 years for each area or context and understand there will be a reporting process for this.

If using more than one area of practice or context, there must be no less than 25 hours of Continuing Education each of the areas.

Continuing education may include coursework, peer case review, training in a non-conflict (but related) area of study, research, writing for peer-reviewed publication, or conference/workshop training.

Some of the Continuing Education may apply to more than one of the areas for which the practitioner is approved. In order to have the CE apply to more than one area, describe how the education was related to each.

Example: A person applying for Conflict Coaching, Designing Systems, and Training Coaches might have one fifteen hour Continuing Education

training that applied to all three areas, one five hour one that applied to all three, and then five hours that were specific to each of the three areas, totaling 25 hours in each of the three areas.

**8. Writing, Materials & Documents**

Applicant must submit three examples of professional writing appropriate to the skill set or context covered by the application. Please redact any documents related to clients.

**9. References**

Below are the names and contact information of three colleagues, clients, or supervisors who have experienced my work in the area(s) for which I have applied. Identify what their experience of your work is (client, employer, etc).

- 1.
- 2.
- 3.

**10. Insurance**

I carry insurance for my type of practice or I am insured by an agency.

**11. Disclaimer**

I understand that an Advanced Practitioner (AP) is a member of the Association for Conflict Resolution (ACR) who has met standards specified by ACR (as found at [www.ACRnet.org](http://www.ACRnet.org))<sup>1</sup> that identify practitioners with significant advanced training and experience in providing the specified type of alternative dispute resolution service. However, this designation is not, in and of itself, an assurance of competence, relevant knowledge and experience or quality of the services being provided; and ACR makes no warranties or representations with respect to the work performed by any of its Advanced Practitioners.

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Name of Applicant / Date