

INSTRUCTIONS

To be added to the roster of facilitators for the Oregon Foreclosure Avoidance Program (OFAP), an applicant must provide satisfactory evidence to the service provider that the applicant has:

1. Conducted, as a mediator or as a supervised assistant or apprentice, 20 mediations of any type or subject matter. Merely observing a session as an assistant or apprentice does not count toward this requirement.
2. 100 hours of experience doing work as a mediator/facilitator, assistant, or apprentice. Time spent scheduling or preparing for a mediation or resolution conference counts toward this requirement.
3. 30 hours of training consistent with the requirements of Section 3.2 of the Oregon Judicial Department Court Connected Mediator Qualification Rules (effective August 1, 2005).
4. 16 hours of training on foreclosure avoidance programs and the substantive law and legal processes regarding foreclosures in Oregon.
5. 8 hours of training on the procedures, practices, and policies of OFAP.

The first two requirements above are non-waivable. The remaining three requirements may be waived if the applicant provides satisfactory evidence to the service provider of significant and related education or experience. For example, an attorney who has worked on mortgage or foreclosure cases may satisfy the requirement for 16 hours of foreclosure-related training.

In addition to the requirements above, an applicant must disclose the professional standards to which the applicant subscribes. If the service provider, in its sole discretion, determines that an applicant meets the requirements, the applicant also must execute a written agreement with the service provider and provide proof of insurance.

All applicants should review OAR 137-110-0110 (Facilitator Qualifications, Training, and Experience) and OAR 137-110-0600 (Facilitator Authority and Role) before submitting an application. A copy of the current OAR is available on the Department of Justice website.

Please complete, sign and date the attached OFAP Facilitator Application and attach all supporting documents. Return the completed application by email to Jordan.sykes@mediationcasemanager.com.

OFAP FACILITATOR APPLICATION

Name:

Address:

Phone No.:

CDRC Affiliation (if any):

Professional mediation standards to which you subscribe (list all):

I hereby certify that I have reviewed the facilitator qualifications in OAR 137-110-0110 and that I have:

1. Conducted, as a mediator or as a supervised assistant or apprentice, at least 20 mediations of any type or subject matter.
2. At least 100 hours of experience doing work as a mediator/facilitator, assistant, or apprentice.
3. Completed 30 hours of training consistent with the requirements of Section 3.2 of the Oregon Judicial Department Court Connected Mediator Qualification Rules (effective August 1, 2005).
4. Completed 16 hours of training on foreclosure avoidance programs and the substantive law and legal processes regarding foreclosures in Oregon, or I have significant and related education and experience.
5. Completed 8 hours of training on the procedures, practices, and policies of OFAP, or I have significant and related education and experience.

I understand that the service provider, Mediation Case Manager, at its sole discretion will decide whether I satisfy these requirements and whether I will be added to the roster. I further understand that, even if I satisfy the requirements, I may be required to enter into a written agreement with Mediation Case Manager and to provide proof of insurance before I will be added to the roster.

Signature of Applicant

Date

Please attach a copy of your resume and evidence that you meet each of the requirements in OAR 137-110-0110. You must also answer each of the questions below, if applicable:

1. If you have not completed an Oregon court connected mediator training, please describe the equivalent training, education or experience that you have, including the number of hours and the content of the training:
2. Please list any foreclosure trainings that you have attended or completed, including the organization, program name, and date you attended (e.g., OSB CLE Handling a Foreclosure Case, May 10, 2012.) Alternatively, describe any professional experience or education that you have relating to mortgages and foreclosures and alternatives to foreclosure.
3. Please list any approved OFA Program trainings you have attended or completed, or describe any education or professional experience you have that might otherwise satisfy the requirement.

