



New Jersey Judiciary

Qualifications for Admission to the New Jersey Judiciary Roster of Statewide Approved Parenting Coordinators

The Administrative Director of the Courts, or the Director's designee, is responsible for reviewing and acting on Parenting Coordinator applications. Applicants must complete the attached application. Those who meet the professional and training requirements set forth below will be added to the Roster of Statewide Approved Parenting Coordinators.

Parenting Coordinators on the Statewide Roster must annually submit to the Administrative Office of the Courts proof that they continue to be licensed and in good standing in their respective professions and proof of continuing training.

Required Professional Experience and Education

Professional Qualifications

1. *Retired Superior Court Judges and Currently Licensed Attorneys.*
Retired Superior Court judges and currently licensed attorneys must be licensed to practice law and be in good standing with the State of New Jersey Board of Admissions to the Bar.
2. *Mental Health Professionals.*
Mental health professionals must be licensed and be in good standing in the fields of psychology, psychiatry, or social work in the State of New Jersey with the appropriate State Board or Agency.
3. *Alternative or Complementary Dispute Resolution Professionals.*
Professionals in alternative or complementary dispute resolution occupations must be in good standing in their field.

Training Requirements

1. *General.*
All Parenting Coordinators shall have completed a minimum of forty (40) hours of training pursuant to the requirements of paragraph 3 below.
2. *Continuing Training.*
All Parenting Coordinators shall annually attend four (4) hours of continuing education and shall file with the Administrative Office of the Courts, as appropriate, an annual certification of compliance. To meet the requirement, this continuing education shall include instruction in ethical issues associated with Parenting Coordination practice and should cover at least one of the following: case management skills; Parenting Coordination; and resolution concepts and skills.

3. *Parenting Coordinator Course Content.*
The forty (40) hours of classroom instruction for Parenting Coordinators shall include basic mediation skills as well as at least sixteen (16) hours of specialized parenting coordination training, which should cover: family and child development; psychological issues in separation and divorce; family dynamics; New Jersey family law; high-conflict family dynamics; parenting coordination process; techniques, domestic violence; the impact of divorce on children at varying developmental levels; diversity, inclusion, and cultural competency; and community resources.

4. *Domestic Violence Training.*
Where there is a domestic violence restraining order, the Parenting Coordinator must also have completed additional training on domestic violence components, including: power and control; progression of abuse; the cycle of violence; and issues related to the victim and to the perpetrator.



New Jersey Judiciary
**Application for Admission to the Roster of Statewide
Approved Parenting Coordinators**

Last Name			First Name			Middle Name		
Firm / Business Name								
Firm / Business Address: Street								
City						State		Zip Code
Telephone Number			Fax Number			Email		
Have you ever been disciplined in your profession? (If yes, attach explanation.) <input type="checkbox"/> Yes <input type="checkbox"/> No					Do you have malpractice insurance? <input type="checkbox"/> Yes <input type="checkbox"/> No		Hourly Fee \$	
Currently Licensed Attorneys and Retired Superior Court Judges								
Degrees Attained (post high school)			Year		Name of Institution(s)			
Year Admitted to the New Jersey Bar			Attorney ID		Are you a retired Superior Court Judge? <input type="checkbox"/> Yes <input type="checkbox"/> No			
Mental Health Professionals								
Degrees Attained (post high school)			Year(s) Received			Name of Institution(s)		
New Jersey Professional License(s)			Date(s) Received			License Number(s)		
Alternative or Complementary Dispute Resolution Professionals								
Degrees Attained (post high school)			Year(s) Received			Name of Institution(s)		

Areas of Practice

Parenting Coordinator Training (Attach additional page if necessary.)

Provider(s)	Course Title	Date(s)	Hours
_____	_____	_____	_____
_____	_____	_____	_____

Domestic Violence Training (Attach additional page if necessary.)

Provider(s)	Course Title	Date(s)	Hours
_____	_____	_____	_____
_____	_____	_____	_____

I certify that the foregoing statements made by me are true and that I am in good standing in my profession.

_____ s/
Date Signature

Please attach the following:

1. Resume or Curriculum Vitae
2. **Copies of official training certificates of completion that meet the mandatory training requirements.**
3. Descriptive paragraph (maximum of 50 words) about your parenting coordinator services and other relevant professional experience that will appear on the statewide roster if your application is approved.

Send the items described above, and this completed form to the Parenting Coordinator Program by email, mail, or fax.

Email: AOCFamily.mbx@njcourts.gov
Mail: Family Practice Division
Administrative Office of the Courts
PO Box 983
Trenton, NJ 08625
Fax Number: (609) 376-3021