

# Professional Development Networks

Terms of Reference | 2019



Naming	<p>Professional Development Networks will be named in for format of “[DR type] Professional Development Network”.</p> <p>For example:</p> <ul style="list-style-type: none"> <li>• Mediator Professional Development Network.</li> <li>• Arbitrator Professional Development Network.</li> <li>• Adjudicator Professional Development Network.</li> <li>• Family Dispute Resolution Professional Development Network.</li> </ul>
Purpose	<p>The primary function of the Professional Development Network (the Network) is to strategically review and recommend a calendar of professional development activities for implementation by Professional Development Groups.</p>
Authority	<p>Within the scope of its responsibilities, the Network is authorised to:</p> <ul style="list-style-type: none"> <li>• Make recommendations to Professional Development Groups in relation to local professional development events.</li> <li>• Make recommendations to Resolution Institute management and/or the Resolution Institute Board in relation to membership, member services, accreditation, governance (including constitution, policies and rules) and finance (including budgets).</li> </ul>
Members	<p>Membership</p> <ul style="list-style-type: none"> <li>• Network members must be members of a Resolution Institute Professional Development Group.</li> <li>• While the usual process of decision-making is by consensus, in cases where a vote is necessary, only Group members will be entitled to vote.</li> </ul> <p>Attendance by others</p> <ul style="list-style-type: none"> <li>• A senior Resolution Institute staff representative will attend each meeting of the Network.</li> </ul>
Office bearers	<p>At the first meeting, and as required from then on, the Network should elect Network members to fulfil the role of Chair.</p>
Roles and responsibilities	<p>Roles:</p> <ul style="list-style-type: none"> <li>• To share updates about current directions of Professional Development Groups.</li> <li>• To discuss, share and where appropriate coordinate professional learning ideas and plans.</li> <li>• To consult with Resolution Institute staff about potential changes to the professional learning network and operations of professional learning.</li> <li>• To coordinate and develop member surveys on professional development needs.</li> <li>• To revise/develop templates and standard processes so local events may be organised efficiently.</li> </ul>
Guidelines for participation	<ul style="list-style-type: none"> <li>• Acknowledgment – respecting diverse points of view and decisions made by the group, Board and Resolution Institute office.</li> <li>• Consensus – discussing thoughtfully and deliberating to reach a shared decision.</li> <li>• Cooperation – working collaboratively as appropriate with the Board, other Groups and Resolution Institute office.</li> <li>• Confidentiality – being mindful of information that may be confidential.</li> <li>• Transparency – communicating criteria on which decisions are made and taking steps to.</li> </ul>
Established	<p>October 2018</p>
Review	<p>September 2019</p>