



## **JOB SPECIFICATION**

Post title:	Restorative justice trainer
Reports to:	European Forum for Restorative Justice and agency employing the trainer on a contractual basis
Location:	Europe
Purpose of the job:	To provide training, under the aegis of the European Forum for Restorative Justice on a range of interventions within all relevant restorative justice settings such as youth and/or adult criminal justice, schools, legal practice, etc. The expectation is that the trainer will develop, deliver and evaluate training programmes in consultation with the European Forum for Restorative Justice and the agency seeking training in order to meet the required training needs.

## **JOB SCOPE**

Principal accountabilities/key tasks:

- To be a member of the European Forum for Restorative Justice.
- To assist the European Forum for Restorative Justice to provide a competent and reputable pool of restorative justice trainers from which governments and NGOs, and national or local criminal justice agencies within the statutory or voluntary sectors can select according to their requirements.
- To provide training programmes which demonstrate a commitment to the eight recommendations on the training of mediators in criminal matters of the European Forum for Restorative Justice.
- To be accountable to a nominated representative of the European Forum for Restorative Justice to ensure best practice standards and that the interests of the Forum are safeguarded.
- To complete a standard European Forum form on all training undertaken under its aegis with a view to promoting best training practice. This form will also be completed separately by the agency requesting the training with a view to congruence.
- To provide effective monitoring and evaluation of training programmes with particular attention to anti-discriminatory practice, and sensitivity to local issues including language, gender and ethnicity.
- To allow your work to be assessed by a nominated representative of the European Forum in accord with the eight recommendations.
- To maintain accurate financial records of expenses and training costs.
- To demonstrate a commitment to ongoing professional development on an annual basis.

## **EDUCATION AND TRAINING**

- A university degree or equivalent in an area related to justice and/or training or a qualification which you can demonstrate is relevant for the post.
- A recognized qualification in training and/or substantial experience in delivering training programmes.
- Training and/or experience in restorative justice.

## **EXPERIENCE**

- A minimum of 3 years post-qualifying experience in training.
- Direct experience of working with clients using a restorative justice framework or substantial experience within the field of conflict resolution.
- Experience of developing and delivering training programmes.
- Experience in verbal communication and presentation.
- Experience of training or working within an international setting.
- Experience of consultation and working collaboratively with stakeholders.
- Experience of working within a quality control framework.

## **ABILITIES**

- To be able to develop and maintain good working relationships with stakeholders including trainees.
- To be flexible as a trainer in order to meet local needs.
- To be able to write a training programme.
- To be able to deliver a training programme.
- To be able to assess and evaluate the effectiveness of the training programme.
- To be able to learn from experience and review.
- To be able to use support and supervision.
- To be able to work within non commercial sectors.
- To be able to demonstrate a thorough understanding of issues affecting victims of crime.
- To be able to demonstrate thorough understanding of issues affecting those responsible for crime.
- To be able to communicate with the Forum in English.