



Membership Policy

Introduction

Intermediaries for Justice (IfJ) is a registered charity seeking to establish a wide and active membership by recruiting individual members who:

- are working as intermediaries;
- are working in associated professions;
- have an interest in the work of the charity.

It is a requirement that all members are supportive of the [vision and aims of the charity](#). For further information please see the IfJ constitution [here](#).

Your membership fees support IfJ:

- to run successful campaigns to raise awareness of the role of intermediaries.
- to further develop resources to improve public awareness of the ways intermediaries work with vulnerable people in the justice system.
- by providing training:
 - in the form of CPD short courses relevant to practicing intermediaries and members of the wider justice system;
 - on the role of an Intermediary, to organisations within the justice system.
- to contribute to justice system planning and development by participating in forums, discussion groups and strategic development meetings.
- to conduct research which is relevant to the work of intermediaries and the needs of vulnerable people within the justice system.

There are five membership categories:

- UK Full membership
- UK Newly Qualified
- UK Associate membership
- International Full membership
- International Associate membership



For further information please see below 'Membership categories, fees and benefits'.

Membership categories, fees and benefits

Please note:

- IfJ does not currently offer corporate membership. However, we do offer a group membership that allows for an organisation to pay for individual people's memberships on their behalf under one invoice. This incurs a £5 service charge per member being registered.
- use of a personal email address is a requirement of all membership categories.
- application and acceptance of IfJ membership (all categories) is based on mutual trust.
- if any member deliberately supplies inaccurate information
 - this will be considered a breach of trust;
 - the Membership Coordinator will liaise directly with the member and report to the Trustees, who may terminate IfJ membership with immediate effect.

UK Full membership £80

Open to all qualified intermediaries working within the UK, who have been trained and are registered by The Ministry of Justice, Triangle, Communicourt or The Intermediary Cooperative.

Benefits include:

- access to IfJ's CPD programme, which aims to offer 1-2 CPD events a month. IfJ heavily subsidises the CPD programme (a day course costs members £50 and a half day course costs members £25 to attend). All CPD Courses are listed in IfJ events [here](#).
- access to IfJ's online Member Only Resources with a growing library of articles, practical resources, research and references
- a free Widgit Online Account for creating visual, communication and learning supports in your web browser using over 20,000 Widgit Symbols and 100s of easy-to-use templates.
- access to 8 online WhatsApp discussion groups, for support and discussion on current topics, plus IfJ's Newsfeed WhatsApp group
- access to IfJ's referral system for Witness, Suspect and Defendant, Family Court, Tribunals/Hearings and Fitness to Practise cases: if you are an HMCTS approved service provider
- free attendance online or in person at IfJ's Annual Conference and AGM



- monthly IfJ email newsletter on intermediary related topics and IfJ developments
- free monthly Drop in Zoom Sessions giving you the opportunity to discuss an issue/case with intermediary colleagues for peer support within a safe setting.
- CPD Special Interest Group (SIG) Zoom meetings - Child Assessment and Mental Health SIGs both run 3 times per year, (a minimal £4 fee)
- discounted professional indemnity cover through Howden Insurance

UK Newly Qualified (Full membership) £40

Open to all newly qualified intermediaries working within the UK, who have obtained their intermediary qualification from the Ministry of Justice or a Managed and Approved Service Provider within the past 12 months.

Includes all 'Full Membership' benefits listed above. For full details, see the Newly Qualified Membership Policy [here](#).

UK Associate membership £45

Open to anybody living within the UK who supports the [visions and aims of Intermediaries for Justice](#).

Benefits include:

- access to IfJ's online Member Only Resources with a growing library of articles, practical resources, research and references;
- free attendance online or in person at IfJ's Annual Conference and AGM
- monthly IfJ email newsletter on intermediary related topics and IfJ developments
- access to IfJ's CPD programme (where application qualification criteria are met)

International Full membership £60

Open to all qualified intermediaries, based outside the UK, who have been trained and are registered by locally approved intermediary training bodies or the UK Ministry of Justice.

Benefits include:

- access to IfJ's online members' area with a growing library of articles, practical resources, research and references;
- a free Widgit Online Account for creating visual, communication and learning supports in your web browser using over 20,000 Widgit Symbols and 100s of easy-to-use templates.



- access to 8 online WhatsApp discussion groups, for support and discussion on current topics, plus IfJ's Newsfeed WhatsApp group
- monthly IfJ email newsletter on intermediary related topics and IfJ developments
- access to IfJ's rolling programme of CPD training programme and special interest groups (where application qualification criteria are met)
- free attendance online or in person at IfJ's Annual Conference and AGM;

International Associate membership £35

Open to anybody based outside the UK, who supports the [visions and aims of Intermediaries for Justice](#).

Benefits:

- access to IfJ's online members' area where there is a growing library of articles, practical resources, research, case studies and references;
- monthly IfJ email newsletter on intermediary related topics and IfJ developments;
- access to IfJ's rolling programme of CPD training programme, special interest groups (where application qualification criteria are met);
- free attendance online or in person at IfJ's Annual Conference and AGM

Membership application procedure

Please apply for membership online through IfJ's website
<https://www.intermediaries-for-justice.org/become-member>

Your 12-month membership contract commences when

- your application is submitted and your payment is processed
- or
- your expiring/expired membership contract is renewed/reactivated successfully.

Payment methods:

There are 2 payment options for paying/renewing and reactivating your membership:

- Annual Direct Debit (GoCardless)
- One off Debit/credit card payment (Stripe)

Membership renewal:

- If you opt for Direct Debit payment, your annual membership will automatically renew.
- If you opt for a one-off payment, you will receive a renewal reminder 4 weeks before your membership expires and then weekly until it expires.
- Once your membership has expired there is a 1-week grace period.



- After the 1 week grace period, expired members will automatically be removed from the referrals system, WhatsApp groups and other benefits including Widgit Online and IfJ's newsletter will cease.
- To renew your membership, log in to the member's area and click the 'renew now' link at any point.

Membership cancellation policy

Membership cancellation is possible at any point during an individual's membership period in extenuating circumstances. Please contact admin@intermediaries-for-justice.org explaining your circumstances if you need to cancel your membership.

You can cancel for a full refund minus a £5 admin fee within the first two months of the membership start/renewal date.