



Intermediaries for Justice

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.

All members must be supportive of the [vision and aims of the charity](#). For further information, please see the [IfJ constitution](#).

Your membership fees support IfJ to:

- run successful campaigns to raise awareness of the role of intermediaries
- further develop resources to improve public awareness of the ways intermediaries work with vulnerable people in the justice system
- provide training:
 - CPD short courses relevant to practising intermediaries and members of the wider justice system
 - on the role of an intermediary, for organisations within the justice system
- contribute to justice system planning and development by taking part in forums, discussion groups and strategic development meetings
- conduct research relevant to the work of intermediaries and the needs of vulnerable people within the justice system.

Membership categories and fees

There are five membership categories. Full details of each, including benefits, are set out below.

Membership category	Annual fee	Who it is for
UK Full	£80	Qualified, registered intermediaries working in the UK
UK Newly Qualified	£40	Intermediaries working in the UK who qualified in the past 12 months
UK Associate	£20	Anyone living in the UK who supports IfJ's vision and aims

Membership category	Annual fee	Who it is for
International Full	£60	Qualified, registered intermediaries based outside the UK
International Associate	£20	Anyone based outside the UK who supports IfJ's vision and aims

Please note

- IfJ does not currently offer corporate membership. However, we do offer group membership, which allows an organisation to pay for individual people's memberships on their behalf under one invoice. This incurs a £5 service charge per member registered.
- A personal email address is required for all membership categories.
- Application for 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 end IfJ membership with immediate effect.

Membership benefits

UK Full membership

£80 a year

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 programme: a day course costs members £50 and a half-day course £25. All CPD courses are listed in [IfJ events](#).
- Access to IfJ's online Member Only Resources, 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 hundreds 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 or case with intermediary colleagues for peer support in a safe setting
- CPD Special Interest Group (SIG) Zoom meetings: the Child Assessment and Mental Health SIGs each run 3 times a year (minimal £4 fee)
- Discounted professional indemnity cover through Howden Insurance

UK Newly Qualified membership

£40 a year

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 UK Full membership benefits listed above. For full details, see the [Newly Qualified Membership Policy](#).

UK Associate membership

£20 a year

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

Benefits include:

- Access to IfJ's online Member Only Resources, 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 hundreds of easy-to-use templates
- 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 a year

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 Member Only Resources, 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 hundreds 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 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

£20 a year

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

Benefits include:

- Access to IfJ's online Member Only Resources, a growing library of articles, practical resources, research, case studies 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 hundreds of easy-to-use templates
- Monthly IfJ email newsletter on intermediary-related topics and IfJ developments
- Access to IfJ's rolling 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

Membership application procedure

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

Your 12-month membership starts when:

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

Payment methods

There are 2 ways to pay for, renew or reactivate your membership:

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

Membership renewal

- If you pay by Direct Debit, your annual membership will renew automatically.
- If you make 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 grace period, expired members are automatically removed from the referral system and WhatsApp groups, and other benefits, including Widgit Online and the IfJ newsletter, will stop.
- To renew, log in to the members' area and click the 'Renew now' link at any time.



Membership cancellation policy

Membership can be cancelled at any point during an individual's membership period in extenuating circumstances. If you need to cancel, please email admin@intermediaries-for-justice.org explaining your circumstances.

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