



THE OSGOODE CERTIFICATE IN FAMILY LAW SKILLS AND PRACTICE

PROGRAM DIRECTORS

Julie K. Hannaford
J K Hannaford Barristers

Shelley Kierstead
Assistant Professor,
Osgoode Hall Law School

REGISTRATION DETAILS

9 modules:
January 26, February 2, 9, 16, 23,
March 3, 10, 23 and 31, 2022

Online, Live

*Registration includes 120-day
unlimited, online access to the
recorded program.*

*“This program is the foundation
that every lawyer who wants to
practise family law needs, and it
is the type of training that most
senior family law lawyers wish
they could deliver, but often can’t
in light of their busy schedules.”*

Julie K. Hannaford
J K Hannaford Barristers

Take your skills to a new level and ***learn-by-doing*** by working with simulated clients and custom developed, real-life case files.

In 9 intensive modules over 3 months, our expert faculty will guide you through:

- Initial client contact and **mastering the client intake interview**
- How to managing challenging clients; working with difficult opposing counsel and judges; and strategies for working with self-reps
- The biggest (and most costly) mistakes lawyers make preparing financial statements (and how to avoid them)
- **Effective negotiation strategies** and consensual resolution
- Options for when the matter doesn’t settle
- **Motions Advocacy:** drafting impactful affidavits and hone your oral advocacy skills in a simulated motion
- Best practices for Minutes of Settlement, Minutes of Understanding and Separation Agreements
- Tactics and techniques when wrapping up the file

Make a valuable and lasting investment in your Family Law career while fulfilling your LSO CPD requirements.

Register today at:

osgoodepd.ca/family-law-skills

The Osgoode Certificate in Family Law Skills and Practice

PRACTICAL HANDS-ON LEARNING.

During the program, you will engage in learn-by-doing workshops. You will work with trained Simulated Clients and get individualized feedback about both your advocacy skills and your ability to communicate and interact with clients.

WHAT IS A SIMULATED CLIENT?

Trained by Osgoode Hall Law School, our Simulated Clients are a select group of professionals who have received in-depth training in typical client behaviours. They are also trained on how to assess and provide feedback about your performance.

Register today at:

[osgoodepd.ca/
family-law-skills](https://osgoodepd.ca/family-law-skills)

The nature of family law makes it one of the most demanding areas of practice. To be effective and successful, you need client management, practice management and legal skills, as well as knowing the law. While many continuing education programs focus on what you need to know, there are few offerings that focus on what you must be able to do. Similarly, many focus on court room proceedings, when in fact, very few matters go to trial.

Developed by senior family law judges, and experienced counsel, **The Osgoode Certificate in Family Law Skills and Practice** is a one-of-a-kind program that focuses on developing and improving a family law practitioner's most frequently used skills.

Over 9 intensive modules (spread out over 3 months), you will **work with a real-life case file, taking it from start to finish.**

Redesigned for an enhanced online learning experience, engage in interactive online workshops and discussions. This is also an opportunity to refine your online client communication and advocacy skills. You will acquire a grounding in the foundational knowledge you need, combined with the opportunity to practice core skills in hands on skills workshops. Specially trained Osgoode **Simulated Clients** and an expert faculty of the leading judges and family law lawyers will provide you with individualized feedback as you apply your learning and practice your skills in a supportive, no-risk learning environment.

To ensure interactivity, space is **strictly** limited. Reserve your place now!



Program At-A-Glance

- **Module 1** – January 26, 2022
Initial Client Contact and Intake
- **Module 2** – February 2, 2022
*Skills Workshop: Mastering the Client Intake Interview**
- **Module 3** – February 9, 2022
Managing People (Your Client, Yourself, The Other Side, Judges and Self-Reps)
*Skills Workshop: Challenging Client Meeting**
- **Module 4** – February 16, 2022
Identifying and Defining the Issues (including Pleadings and Financial Statements)
- **Module 5** – February 23, 2022
*Consensual Resolution and Skills Workshop: Negotiation**
- **Module 6** – March 3, 2022
*When Your Matter Doesn't Settle and Skills Workshop: Case Conference**
- **Module 7** – March 10, 2022
Motions Advocacy: The Nuts & Bolts
- **Module 8** – March 23, 2022
*Skills Workshop: Motion**
- **Module 9** – March 31, 2022
Resolution and Wrapping Up the File

* *The skills workshops can only be completed live during the scheduled times.*

In this unique and immersive practice skills experience you will learn:

- Why the initial client contact is so important
- How to set the tone, establish the relationship, and get the information you need in that first interview
- Strategies for managing challenging clients
- When and how to follow up in writing – retainer and non-engagement letters, reporting letters and more
- Constructing the client file
- How to identify and support vulnerable clients
- How to care for yourself while working in this stressful milieu
- Financial Statements: how to identify and avoid costly mistakes and what to look for in the other sides'
- If, when and how to use an expert
- Negotiation preparation and strategies
- Managing client expectations
- Mediation best practices (including the all important brief)
- Minutes of Settlement: How to properly document a settlement that's workable
- Making the most out of the case conference
- Motion advocacy, including the critical pre-assessment of if, how and when
- Properly bringing the matter to a close

Also, you will engage in and get feedback on:

- An initial client interview (with your Simulated Client)
- A challenging client meeting (with your Simulated Client)
- Negotiation (including a pre-negotiation client meeting)
- Case conference advocacy (with judges, senior counsel and Simulated Clients)
- Arguing a simulated motion in front of experienced judges

Who Should Attend

- General practitioners who want to hone their substantive knowledge and practical skills in family law
- Legal professionals who do or who plan to specialize in family law

Learn from a distinguished faculty of leading experts. Past faculty have included:

Program Directors

Julie K. Hannaford

J K Hannaford Barristers

Shelley Kierstead

Assistant Professor,
Osgoode Hall Law School

Advisory Board

Adam Black

Torkin Manes LLP

Aaron Franks

Epstein Cole LLP

Kathryn Hendrikx

Hendrikx Family Law

Janet Whitehead

Whitehead Law and Mediation

Program Faculty

Judges:

The Hon. Justice Jasmine Akbarali

Superior Court of Justice

The Hon. Victoria R. Chiappetta

Superior Court of Justice

The Hon. Justice Kendra Coats

Superior Court of Justice

The Hon. Justice George Czutrin

former Senior Family Justice,
Superior Court of Justice

The Hon. Justice Alex Finlayson

Ontario Court of Justice

The Hon. Justice R. John Harper

Superior Court of Justice

The Hon. Justice Francis Kiteley

Superior Court of Justice

The Hon. Justice Marvin Kurz

Superior Court of Justice

The Hon. Justice Lene Madsen

Superior Court of Justice

The Hon. Justice Heather McGee

Superior Court of Justice

The Hon. Justice Pamela MacEachern

Superior Court of Justice, East Region –
Family Court Branch

The Hon. Justice Llana Nakonechny

Superior Court of Justice

The Hon. Justice Manjusha Pawagi

Ontario Court of Justice

The Hon. Justice Melanie Sager

Ontario Court of Justice

The Hon. Justice M. J. Lucille Shaw

Superior Court of Justice

The Hon. Justice Stanley B. Sherr

Ontario Court of Justice

The Hon. Justice Victoria Starr

Ontario Court of Justice

The Hon. Justice Suzanne Stevenson

Senior Family Judge, Superior Court of Justice

The Hon. Justice Roselyn Zisman

Ontario Court of Justice

William H. Abbott, MacDonald & Partners LLP

Anna M. Barrett, BSc, CPA, CA, CBV, CFF,
Marmer Penner Inc.

Shannon Beddoe, McCarthy Hansen &
Company LLP

Yvonne Bernstein, LAWPRO

Georgina L. Carson, Carson Lein LLP

Charu Chande, J K Hannaford Barristers

Erin Crawford, Grant Crawford & Watson LLP

Kelly Eckert, Rosen Sack LLP

Dani Z. Frodis, Frodis Family Law

Doron Gold, Staff Clinician Homewood Health

Jennifer Gold, Wood Gold LLP

Cheryl Goldhart, Goldhart & Associates

Deborah Graham, Family Lawyer,
Collaborative Practitioner, Mediator

Julie K. Hannaford, J K Hannaford Barristers

Heather Hansen, McCarthy Hansen &
Company LLP

Farrah Hudani, Christen Seaton Burrison
Hudani LLP

Gary S. Joseph, MacDonald & Partners LLP

Maxine M. Kerr, Barrister & Solicitor

Michael B. Kleinman, Kleinman Gordon
Family Law

Brandon A. Lewis, White & Lewis

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Deepa Mattoo, Executive Director Barbra
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Daniel Melamed, Torkin Manes LLP

Judith M. Nicoll, McInnis & Nicoll

Richard Niman, Niman Mamo LLP

The Hon. Mary Jo M. Nolan, Nolan Mediation
& Arbitration Services

Kristen Normandin, Normandin Chris LLP

Steve Z. Ranot, CPA, CA-IFA, CBV,
Marmer Penner Inc.

Avra Rosen, C.S., Rosen Sack LLP

Michael Stangarone, MacDonald &
Partners LLP

Jared Teitel, Normandin Chris LLP

Paula White, CPA, CA, CBV, White & Lewis

Lorne H. Wolfson, Torkin Manes LLP

Frances M. Wood, Wood Gold LLP

Register today at:

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Agenda

MODULE 1

January 26, 2022
9:00 a.m. – 5:00 p.m.

Initial Client Contact and Intake

Initial client contact is often the most critical part of the file. You must be able to communicate effectively, know what questions to ask, and be aware of what information your client is not sharing. In this introductory session, learn the key steps, how to avoid common pitfalls, and best practices for ensuring you do it effectively.

- ABC's of assessing the new client opportunity
- The Client Intake Questionnaire: What, why and how
- Best practices in how to use retainer agreements, including limited scope retainers
- Initial client interview:
 - Assessing if, how, and when
 - How to prepare for the first interview
 - Effective strategies for communicating with your client
 - Identifying special client issues
- What needs to happen after the meeting?
 - Post-meeting reporting (including the engagement OR non-engagement letter)
 - Assessing and communicating options and next steps

MODULE 2

February 2, 2022
9:00 a.m. – 5:00 p.m.

Skills Workshop: Mastering the Client Intake Interview*

Working with your Simulated Client, you will have an opportunity to conduct an initial intake interview and receive individualized feedback from both the Simulated Client and faculty advisor.

MODULE 3

February 9, 2022
9:00 a.m. – 5:00 p.m.

Managing People (Your Client, Yourself, The Other Side, Judges and Self-Reps)

Knowing how to effectively manage your client is crucial. Every legal professional has war stories about that difficult client. Judges frequently chastise counsel for failing to properly manage their client. In addition to managing the "difficult" or high conflict client, legal professionals need to be able to identify and know how to support vulnerable clients. This session will also provide guidance on how to work effectively with the other side, challenging judges and self-represented parties.

- Best practices and strategies for managing client expectations
- Practical toolkit for managing the difficult client meeting
- Understanding the unique issues of vulnerable clients and how these may impact behaviour and decision making
- Self-care: strategies for how legal professionals can and should support themselves when dealing with challenging clients
- Self-represented parties: Counsel's role and obligations, including what the Court expects from counsel
- Reporting letters and how to communicate so that your client understands

Skills Workshop: The "Challenging" Client Meeting*

Working with your Simulated Client, you will engage in a challenging discussion in which you will have to apply the strategies you have learned during the day to manage the client.

Receive individualized feedback both from the client perspective and from experienced counsel who will offer guidance on what worked and what you could do differently next time.

MODULE 4

February 16, 2022
9:00 a.m. – 5:00 p.m.

Identifying and Defining the Issues (including Pleadings and Financial Statements)

A common mistake is to rush into settlement discussions or litigation without having a clear sense of the critical issues. Taking the time to properly identify and define the issues, and to assess what you need to make (or defend) your case is critical. A key part of this process is the pleadings and financial statements. In this session we will drill down on effective pleadings.

Legal and financial experts will also guide you through financial statements, including strategies for gathering the key information and documents; how to identify (and avoid) common mistakes; and guidance for reviewing the other sides' statements.

MODULE 5

February 23, 2022
9:00 a.m. – 5:00 p.m.

Consensual Resolution

This session will focus on options and strategies for reaching a consensual resolution, including negotiation, mediation, and other forms of ADR.

- Overview of the key options (including their advantages, limitations, pitfalls to avoid, etc.)
- How to determine what option is right for your client
- Understanding what your client really wants and how to effectively manage their expectations
- Mediation how-to's, including the mediation brief
- Minutes of Settlement: why they are critical and how to draft them so that they work

Skills Workshop #1: Preparing Your Client for a Settlement Conference (to be completed outside of the program)

Skills Workshop #2: Simulated Negotiation*

You will have an opportunity to participate in a simulated negotiation and receive feedback on your performance.

MODULE 6

March 3, 2022
9:00 a.m. – 5:00 p.m.

When Your Matter Doesn't Settle

In this session we will drill down on the different non-consensual options in a family law matter. Topics include:

- Resolution tools: best practices and pitfalls
- How to make the most of settlement and case conferences
- Questioning 101

Skills Workshop: Case Conference*

Using the program case file, and working with your Simulated Client, you will have an opportunity to prepare for and participate in a case conference with a judge.

MODULE 7

March 10, 2022
9:00 a.m. – 4:00 p.m.

Motions Advocacy: The Nuts & Bolts

Family law motions are often where many files are “won” and “lost”. Mastering the motion is a key skill. In this session you will learn:

- How to assess if, why, when and where to bring a motion
- Strategies for determining what your client needs
- Guidance from judges about what they want and need from counsel
- Best practices for:
 - Effective written materials
 - Structuring your oral submissions
 - Preparing for Court

Refine your oral advocacy skills and learn from viewing a motion demo that will highlight best practices and things to avoid.

MODULE 8

March 23, 2022
9:00 a.m. – 1:00 p.m.

Skills Workshop: Motions Advocacy Workshop*

Students will have an opportunity to participate in a simulated motion and perform in front of experienced judges. Hone your advocacy skills in a supportive environment, and receive individualized feedback from faculty advisors and judges about what worked and what didn't.

MODULE 9

March 31, 2022
9:00 a.m. – 5:00 p.m.

Experts, Resolution and Wrapping Up the File

In this final session we will explore some of the key issues related to experts, documenting your settlement and closing the file, including:

- Experts 101: the what, why and when
- How to draft effective Minutes of Settlement and Minutes of Understanding
- Key issues with Separation Agreements
- Final communication to your clients
- Missteps with last steps – the last bits many legal professionals ignore or forget, sometimes with fatal outcomes.

*** Skills workshops must be completed live during the scheduled times.**

Register today at:

[osgoodepd.ca/
family-law-skills](https://osgoodepd.ca/family-law-skills)



Registration Details

Fee Per Delegate: \$2,495 + TAX

Fees include attendance, electronic materials and technical support. Visit www.osgoodepd.ca/financial-assistance for details about financial assistance.

Program Changes

We will make every effort to present the program as advertised, but it may be necessary to change the date, location, speakers or content with little or no notice. In the event of program cancellation, York University's and Osgoode Hall Law School's liability is limited to reimbursement of paid fees.

Cancellations and Substitutions




Substitution of registrants is permitted at any time. If you are unable to find a substitute, a full refund is available if a cancellation request is received in writing 21 days prior to the program date. If a cancellation request is made with less than 21 days' notice, a \$150 administration fee will apply. No other refund is available.

For Further Program-Related Information, Please Contact:

Alison Hurst, Program Lawyer at 647.241.2537,
or email ahurst@osgoode.yorku.ca.

Certificate of Program Completion

You will receive **The Osgoode Certificate in Family Law Skills and Practice** upon completion of all pre-program material, program modules and participation in the skills workshops. **The skills workshops can only be completed live during the scheduled times.**

 osgoodepd.ca	Osgoode Professional Development
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 @OsgoodePD	Toronto, ON Canada M5G 1Z3



OsgoodePD has been approved as an Accredited Provider of Professionalism Content by the LSO.

Eligible CPD Hours – LSO (ON): 50h 50m CPD (39h Substantive; 10h 30m Professionalism; 1h 20m EDI)



This program is approved for LAWPRO Risk Management Credit.



OsgoodePD programs may be eligible for CPD/MCLE credits in other Canadian and US jurisdictions. To inquire about credit eligibility, please contact cpd@osgoode.yorku.ca.

Past attendees say it best:

“The program is an excellent opportunity for Family Law lawyers of all skills sets to learn and grow their skills and practice. The program provided ample opportunity for feedback through guided discussion with experienced counsel and judges.”

Alexandra Forsyth-Sells
Family Law Lawyer, Grant Crawford LLP

“It was an amazing course, chock full of wisdom and practical strategies, and I am thrilled that I participated. I am thankful for access to the materials and session recordings which I will use after the program is done. I loved every minute of this course!”

Trish Thomas
Family Mediation Coach and Mediator

Register today at:

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family-law-skills](http://osgoodepd.ca/family-law-skills)