

## Frequently Asked Questions (FAQs) ACT Intermediary Program

### What is the deadline for applying?

Your documentation (comprising your completed Application Form, Cover Letter, Scenario Response and Resume) must be received no later than **5PM, Friday 15 May 2026**.

### Do I have to attend the training and accreditation?

Yes, in-person attendance at both days of training is compulsory. The nature of the training and the assessments required does not allow for it to be delivered online. Training days are full days (9:00AM – 5:00PM).

The dates you need to be available to attend are:

- Wednesday 3 June 2026; and
- Thursday 4 June 2026.

Successful completion of **tier one** training will enable intermediaries to undertake police referrals only.

Training and accreditation will be provided by the ACT Intermediary Program and other relevant stakeholders involved in the Program. If you do not successfully complete the entirety of training, you cannot be accredited to become an intermediary.

Catering will be provided for all training days. Training and accreditation are provided to participants free-of-charge.

### When will I be contacted regarding the outcome of the recruitment?

We will contact those who have made it to the training component of the process in the week of **25 May 2026**. We will notify all unsuccessful applicants by **5PM, Friday 29 May 2026**.

### Will more intermediaries be recruited in future?

The Program regularly trains and accredits panel intermediaries in the ACT; however this is not guaranteed. In the event additional panel members are required, the role will be advertised in the same way.

### Will I be paid to attend the training?

Yes. A nominal \$50 per day fee is payable for participants who attend each full day of training.

**Do I need to have experience working with police or in court to become an intermediary engaged on the ACT Intermediary Panel?**

While this type of experience is valuable, it is not required. The intermediary training and accreditation process will cover how intermediaries must engage with police, in courtrooms and elsewhere. If you successfully complete the training and receive accreditation, you will get an opportunity to observe in-house intermediaries undertaking police referrals before you are sent out on your own.

**How regularly will I be offered work if I am engaged on the ACT Intermediaries Panel?**

Unfortunately, there is no way to estimate the amount of work you may receive as an intermediary. It will be dependent on a range of factors, including stakeholders' and witness's needs and whether your areas of expertise best match individual case requirements.

**Can the rate of \$200 (plus GST) per hour be negotiated?**

The rate of \$200 (plus GST) per hour is a set rate and is not able to be negotiated.

**What type of cases could I be engaged in if I am on the ACT Intermediary Panel?**

Intermediaries will primarily be engaged to work on criminal matters involving allegations of sexual or violent offences. The victims and witnesses in these matters may include children, young people, adults with communication difficulties and older people.

The selection of candidates will include close consideration of suitability to engage with these cohorts.

**How many people will be engaged on the ACT Intermediary Panel?**

The precise number of people varies depending on availability. Most panel intermediaries work full-time in other roles, so this can change week-to-week.

There is no cap on how many intermediaries may be engaged on the ACT Intermediary Panel.

**Where can I find more information on the ACT Intermediary Program?**

You can find more information regarding the Program on the [HRC Website](#).