

## **SPECIFIC DUTIES OF ODR STAFF**

### **ODR Project Manager**

- Maintains policies and procedures essential to the provision of quality dispute resolution services
- Establishes curriculum and minimum standards for ODR Neutrals
- Provides policy and support regarding ODR services to court personnel
- Makes recommendations to the Director for the initiation, design, development, and implementation of dispute resolution programs throughout the state
- Consults and collaborates with individuals and organizations regarding dispute resolution policies and programs

Complete Job Descriptions for Central ODR Director and Staff can be found on the Judicial Branch website, <http://www.courts.state.co.us/Careers/Descriptions.cfm>