



DISPUTE RESOLUTION CENTER

Where solutions begin

**APPRENTICE MEDIATOR EVALUATION**

*(\*To be completed by the apprentice mediator within 5 days after closure of the mediation case)*

**I. Case Information**

Case Identifier (Case # or Initials): \_\_\_\_\_

Date of Mediation: \_\_\_\_\_

Supervisory Mediator: \_\_\_\_\_

Apprentice Mediator: \_\_\_\_\_

**II. Self Assessment** (Please enter the appropriate symbol)

*A. Process Skills Performed: (+) = Strength; (-) = Needs Improvement (as applicable to style of mediation employed):*

\_\_\_\_\_ **Introduction**

(Provide welcome and opening comments; explained mediation process and the roles of the parties and mediator; clarified role of participants, covered confidentiality and Agreement to Mediate form)

\_\_\_\_\_ **Opening Statements**

(Gave clear guidelines of opening statement's expectations; engaged participation of clients; accurately and briefly summarized information and concerns; balanced time and focus between clients)

\_\_\_\_\_ **Clarification**

(Listened actively; asked open-ended and other appropriate questions; engaged participation of clients; acknowledged emotions and feelings; accurately and briefly summarized information and concerns; balanced time and focus between clients; elicited information regarding the child's perspectives and needs)

\_\_\_\_\_ **Issues & Interests Identification**

(Identified interests, intentions, differences, limitations, and underlying problems; addressed the general issues set forth in the standard Parenting Plan (i.e. custody, decision-making, etc.); assisted the parties to explore best interests of the child)

\_\_\_\_\_ **Agenda Setting**

(Defined the issues and interests, incl. those in the standard Parenting Plan; organized and prioritized mediatable issues)

\_\_\_\_\_ **Option Generating**

(Utilized at appropriate time in the process; focused on present and future needs and interests rather than positions; elicited multiple options; assisted the parties to expand their resources and information in order to create more choices)

\_\_\_\_\_ **Decision Making**

(Facilitated negotiation and bargaining; assisted parties with reality testing; assisted parties to consider their needs as well as those of the children; drafted agreement which is well organized, clearly stated, and easily readable; assisted in developing an agreement that is balanced, fair, realistic, understood, and not coerced; discussed options for non-compliance or resolving future conflict; exerted sufficient effort to assist parties in reaching agreement)

\_\_\_\_\_ **Closure** (Provided appropriate information and referral)

\_\_\_\_\_ **Other** (Completed child support worksheet (if applicable))

Comments on process skills listed above:

*B. Questions for Reflection:*

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1. What are my strengths as a mediator?
2. In which areas do I need to improve?
3. Did I react to any differences between myself and parties that impacted mediation inappropriately?
 

<input type="checkbox"/> age <input type="checkbox"/>	<input type="checkbox"/> gender	<input type="checkbox"/> race	<input type="checkbox"/> life-style
<input type="checkbox"/> class <input type="checkbox"/>	<input type="checkbox"/> economics	<input type="checkbox"/> marital status	<input type="checkbox"/> other
4. Did I shift into other roles?
 

<input type="checkbox"/> advisor	<input type="checkbox"/> parent	<input type="checkbox"/> advocate	<input type="checkbox"/> lawyer
<input type="checkbox"/> counselor	<input type="checkbox"/> judge	<input type="checkbox"/> moralist	<input type="checkbox"/> comforter (sympathizer)
<input type="checkbox"/> therapist	<input type="checkbox"/> decision-maker		
5. Am I appropriately aware of where I am in the process? Do I have appropriate control of the process?
6. Did I help the parties identify all the relevant issues and individual interests?
7. Did I help the parties explore their interests and needs?
8. Did I use breaks or separate sessions (caucuses)? Why or why not?
9. Were there any ethical issues that I had to address? How did I work through them?
10. What comments or insights about myself as a mediator did I pick up from the participants?
11. What comments or insights about myself as a mediator did I ask for from my co-mediator? Others?

**III. Apprentice Mediator's Overall Assessment Attach additional sheets as necessary.**

- A) Describe your overall assessment of this mediation experience.
  - Went very well
  - Needs more experience
- B) Were you able to discuss your contributions to this case with the Supervisory Mediator? If so, what did you discuss that could help with your process and skill development? If not, why not?