

PARENTING ACT APPRENTICE MEDIATOR

SELF-EVALUATION

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

I. Apprentice & Case Information

Case Identifier (initials or case #): _____

Date(s) of Mediation Sessions: _____ Total Cumulative Hours Mediated on this Case: _____

Supervisory Mediator: _____ Apprentice Mediator: _____

Location (town) of Mediation: _____ Is this the 1st, 2nd, 3rd, (other _____) apprenticed case?

II. Self-Assessment

A. PROCESS SKILLS PERFORMED: (+) = STRENGTH; (-) = NEEDS IMPROVEMENT (as applicable to style of mediation employed):

_____ **Individual Private Session - IPS (when applicable)** (Provided welcome and overview; explained the mediation process and roles of parties and mediator; described joint session and separate session approaches; asked appropriate screening questions to determine whether SADR process was advisable; described next steps in the mediation process)

_____ **Introduction**
(Provided welcome and opening comments; explained mediation process and the roles of the parties and mediator; described Parenting Plan; 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 & Interest 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:

1. What are my strengths as a Parenting Act 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?

____ age ____ gender ____ race ____ life-style
____ class ____ economics ____ marital status ____ other

4. Did I shift into other roles?

____ advisor ____ parent ____ advocate ____ lawyer
____ counselor ____ judge ____ moralist ____ comforter (sympathizer)
____ therapist ____ 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 the interests and needs of the child?

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.

- 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?