

## **Rule 8 Conciliator Training Requirements**

### **Rule \*8 Qualification Standards for Conciliators:**

- Professional Qualifications
- *Training Requirements (8 hours)*
- Mentoring and Evaluation (*Program's discretion*)
- Continuing Education
- Continuing Evaluation
- [Alternative Methods & Limited Exemption]

### **Trial Court Guidelines for Training Conciliators:**

#### **Basic Training Content:**

- Uniform Rules on Dispute Resolution
- Conciliation and other ADR Processes
- Role of Conciliator as Neutral
- Ethical Standards for Conciliators
- Conciliator Process Issues
- Strategies for Promoting Settlement
- Conciliator Skills
- Court-Connected Conciliation Program
- [Court Orientation]
  - \* draw on group's experience & expertise

#### **Conciliator Skills Checklist:**

- Introduces process; discloses contacts; explains report requirements
- Demonstrates knowledge of litigation process
- Investigates facts impartially
- Provides equal opportunity for party presentations
- Shows effective questioning style
- Listens carefully and clarifies interests
- Analyzes issues; assesses strengths and weaknesses
- Explores prospects for settlement
- Provides suggestions on future litigation/trial prep steps
- Explains basis of opinions and suggestions
- Uses neutral language, tone, demeanor
- Maintains neutrality and impartiality
- Manages the interaction of parties effectively
- Administers fair and efficient proceeding
- Demonstrates effective time management