



## **MWI EOTC Mediation Training**

Handout:

Mediators' Introduction

### 1. INTRODUCTION

Welcome parties | Introduce mediators | Use of first names ok?

### 2. EXPLAIN PROCESS

Define mediation | Define role of mediators and parties

### 3. VOLUNTARY

Explain how mediation is a voluntary process | If parties want to leave, ask them to state reason so as to address concern

### 4. CONFIDENTIALITY

Discussion stays in room | Mediators cannot be called to testify on behalf of either party if asked | Explain exceptions to confidentiality

*(If co-mediating, split the opening here.)*

### 5. NEUTRALITY

Explain goal of being perceived as neutral by both parties

### 6. STRUCTURE OF MEDIATION

Initial public session | Mediators' break | Private sessions | Final public session | Note-taking

### 7. AGREEMENTS

Parties determine terms | Mediators can help write | An agreement written and filed with the court has same weight as judgment

### 8. CONFIRM PARTICIPATION

Ask - Decision-makers at the table? | Time constraints? | Any questions? | Sign Agreement to Participate form | Ask parties to provide contact information for follow-up survey