

## **ADVANCED MEDIATION COURSE REQUIREMENTS**

Our goal in the Advanced Mediation course is to have you learn and practice advanced mediation techniques. Through our class discussions and field practice, we hope to enhance your skills as creative problem solvers. A second, and equally important goal, is to have you learn how to self-evaluate. In other words, we want you to be able to analyze your use of mediation techniques: learn which techniques you find most useful in what contexts and learn more about yourself as a mediator. Your journals and class discussions should help you in this skill of self-evaluation.

### **1. MEDIATION FIELDWORK - SMALL CLAIMS COURT & JUVENILE HALL**

Every week you will be mediating cases at either Small Claims Court or Juvenile Hall. We will assign placements according to your schedule of availability. All students will switch placements mid-trimester Attendance at your mediation placement is required. If an emergency causes you not to be able to attend, you must notify the placement immediately, and schedule a make up date through your professor and the field placement. (Missed placements constitute missed classes.) For information and directions regarding each placement, see Appendix A, attached.

### **2. TRAINING:**

There will be a mandatory advanced mediation training on Thursday, May 12 from 4:30 p.m. to 9:00 p.m. and Saturday, May 14 from 9:00 a.m. to 5:00 p.m. in room 2F at the law school.

### **3. MOCK MEDIATION:**

You and a classmate will conduct one mock mediation between May 15 and May 18, which one of us will review and critique with you on May 19. We will discuss the details of this mock mediation at the week-end training.

### **4. LEGAL MEDIATION OBSERVATIONS:**

You must observe 1 legal mediation (3 hrs) no later than July 22. Each week in class, we will circulate a list of attorneys who have meditations available for observation. As soon as you sign up, you must call the attorney immediately to inform him/her you will be attending a certain mediation. Always call the attorney again the day before the mediation to ensure the mediation has not been canceled.

## 5. JOURNAL

In lieu of a research paper, you are to keep a weekly journal throughout the semester, which you will submit 3 times during the trimester. The first journal will be due on June 2, 2005. The second journal will be due on June 30, 2005. The final journal is due on Aug. 4, 2005. The purpose of the journal is to help you learn how to evaluate your own mediation skills. The journal should be analytic, as well as reflective. The focus should be on what you're learning, not mere descriptions about what happened. Each journal you submit should have at least 3 dated entries, and total no more than 4 pages (typed and double-spaced). Put your social security number, not your name, at the top.

Your 3 journals should address, at a minimum, the following topics:

1. Your expectations and goals for the course
2. Your impressions of Juvenile Hall and Small Claims Court
3. Analysis of techniques you are using in your fieldwork
4. Analysis of the attorney mediation you observed and
5. Analysis of your course work overall: a) what you learned (or didn't learn), and b) how the course might affect your future work - personally or professionally

Journal #1 should address topics 1-3. Journal #2 should address topics 2-4, and Journal #3 should address topics 3-5.

Other suggested topics you may consider addressing are 1) what you learned in class discussion and its application to your mediation skills, or 2) your views of the effectiveness of mediation in your field placements.

Remember, we are interested in your analysis of what you are learning, not just descriptions of what happened. For example, if you are discussing caucus as a technique you practiced, focus your discussion on how it worked (or did not), what you learned from its use, and how you will use it (or not) in the future. Use only the facts necessary to your analysis. The purpose here is to have you learn how to conduct your own evaluation of the variety of mediation techniques you will be using.

## 6. FACILITATION:

At some point during the semester, you will conduct a 30 minute class facilitation on a particular issue/conflict. You may choose the particular issue/conflict you wish to address, as long as you have not researched this topic for another course. We will provide further details regarding the facilitation in class on June 2, 2005. There should be no repetition among the facilitations. Your facilitation topic is due in class on June 9, 2005.

## 7. CLASS ATTENDANCE:

It is critical that you attend every class and attendance will be considered in your grade for professionalism. If you miss more than one class, you will be given a failing grade for the class. Punctuality is also very important and it will be considered in your grade for professionalism. Be sure to be on time for class and for your mediations every week.

## 8. GRADING:

The grading for this class is as follows:

Facilitation:	100 points
Journal:	150
Professionalism:	50
Site Evaluation (Preparation; Progress and Performance):	75
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Total Raw Score	375 points

## **Appendix A**

### **DIRECTIONS AND RULES REGARDING FIELDWORK PLACEMENTS**

#### **JUVENILE HALL**

2801 Meadowlark  
858-694-4502  
Supervisor: Tilisha Martin - 619-234-8900 (office)

##### Directions:

163 North, (past 8) to Genesee East exit  
Turn right off ramp to Genesee Ave. Continue to head east to Meadowlark.  
Turn left on Meadowlark. Juvenile Hall is immediately on your right.  
Park in the lot to the left of Juvenile Hall, or on the street.  
If you're going to GRF, turn right into the driveway toward the courthouse, just past Juvenile Hall. Park and walk to the brick building behind Juvenile Hall

##### Protocol:

Bring a photo i.d.--California Driver's License is best.  
Bring as little with you as possible. No briefcases, purses, backpacks etc.  
Dress professionally (no shorts, etc.)  
Bring a notepad, pen and contact forms

#### **SMALL CLAIMS COURT**

South Bay  
Supervisor: Prof. Katherine Morris - 858-274-2894, kjmorris1944@yahoo.com

##### Directions:

From 5 south, take the H Street exit east to Third Avenue.  
From 805 south, take the H Street exit west to Third Avenue.  
The court is located on the southwest corner of Third and H.  
There is ample parking south of the courthouse.

##### Protocol:

On the first day of mediation, arrive at the courthouse by 1:00 p.m.  
Meet Prof. Garrett in front of Dept. 5 on the second floor.  
Wear appropriate office attire. (Ties are recommended for men)  
Bring a notebook, pen, and a small calculator, if you have one.