



Mediation Program Information for Mediator Applicants

Thank you for your interest in volunteering for the Mediation Panel of the U.S. District Court for the Southern District of New York. The Mediation Program is run under Local Civil Rules 83.9 and 83.10, and the Procedures of the Mediation Program, all of which are available at: <https://nysd.uscourts.gov/programs/mediation-adr>.

The U.S. District Court for the Southern District of New York serves a wide variety of litigants, including persons of varying age, race, ethnicity, national origin, gender, sexual orientation, physical or mental ability, religion, socioeconomic and family status. The Court's Mediation Program recognizes that mediators with a wide variety of cultural and life experiences enrich the mediation process by bringing diverse perspectives to resolving disputes. To accomplish these goals, it is important that the Court's Mediation Program attract and retain *pro bono* mediators who represent a range of personal and professional backgrounds who can, thereby, better serve, and instill confidence in, mediation participants. To that end, applicants of all diverse backgrounds and experiences are encouraged to apply for admission to the Mediation Panel.

Mediation Panel Application Criteria (Including Training Requirements)

An individual may apply to serve as a mediator if he or she satisfies the following criteria:

- a. Is a member in good standing of the bar of any United States District Court;
- b. Has substantial exposure to mediation in federal court or has mediated cases in other settings;
- c. Has successfully completed an initial mediation training of at least 40 hours within the last three years or, if the initial mediation training was completed more than three years ago the applicant has:
 - i. served as a mediator in more than 5 disputes during the last three years, or
 - ii. completed during the last three years at least 16 hours of additional mediation skills training, apprenticeship program, or practicum;
- d. Provides a letter of reference from a party, mediation training provider, colleague, judge, court administrator, or appropriate staff person with a public or private dispute resolution organization, that specifically addresses the applicant's mediation process skills including the ability to listen well, facilitate communication, and assist with settlement discussions; and
- e. Is willing to participate in training, mentoring programs, and ongoing assessment as detailed in section (17)(d).

Mediation Panel Application Process

- a. Approximately twice a year the Mediation Program will review all pending applications. Applicants will be notified whether or not they have been selected for an interview. Consistent with Standard IV of the Model Standards of Conduct for Mediators, all mediators asked to continue on past the interview are required to observe at least three cases and participate in a mentor mediation before undertaking to mediate cases on his or her own.
- b. The purpose of the mentor mediation is for the incoming mediator to take the lead with a mentor mediator there to provide support and step in (as needed) to maintain the quality of the process. The mentor mediator will also provide a recommendation as to the incoming mediator's readiness to join the panel.
- c. The process of observation and acceptance of a matter for mentor mediation should take no longer than six months.