**Small Claims Co-Mediator Debrief**

**Purpose:**

The purpose of this document is to help stimulate open conversation during the debrief between co-mediators. It is important that co-mediators be comfortable giving and receiving feedback from each other. All of us have expertise to share and areas for growth. Also, during your pre-mediation discussion, let your co-mediator know if there’s a specific skill you would like feedback on. Reach out to Stephanie or Gail if there’s any support we can provide you in this process.

The following are questions for consideration and possible discussion during the debrief.

1. Opening – Was the process explained clearly, thoroughly and in a welcoming manner? Were the parties clear on the roles that the mediators play?
2. Were you pleased with how caucus was used? Should you have gone to caucus and didn’t?

Should you have continued with both parties present?

1. How was the speed and pacing of the mediation? Did both parties have enough time to speak?

Did it go on too long?

1. If an agreement was reached, do you feel both parties were fully on board with the agreement?
2. Did you observe any biases in yourself or your co-mediator? Any concerns with how parties were addressed? Did parties receive equal attention by the mediators? Any concerns about neutrality or level playing field?
3. How did you feel you worked with your co-mediator? Balanced out each other strengths/weaknesses? Styles too similar? Did you feel respected? Talked over?
4. In this mediation, did anything work particularly well or not so well?
5. Any comments on mediation skills areas where you/co-mediator did well or skills to improve, for example:
   * Reflecting feelings, topics and values,
   * Asking open ended questions,
   * Conveying empathy
   * Building rapport with the parties
   * Supporting conversation between the parties
   * Use of neutral language
   * Other skill areas
6. Any other comments on this mediation?