Mediator Self-Reflection Tool

This tool is meant to help you continue to develop as a mediator by reflecting on your mediations. It is for your private use and will not be collected by the program. To protect confidentiality, do not include any identifying information about the parties and when filled out, do not share this tool with others.

Start by giving yourself a quick review of how well you did the items listed below using this scale:
4 = did it very well  3 = did it okay  2 = did it poorly  1 = didn’t do it  NA = Not Applicable

Guiding the mediation process  Self-review: _______
Using separate and joint sessions effectively  Self-review: _______
Reflecting and working with emotions  Self-review: _______
Identifying needs and interests  Self-review: _______
Encouraging communication  Self-review: _______
Generating new ideas, options  Self-review: _______
Encouraging progress, overcoming obstacles  Self-review: _______
Communicating respect and empathy  Self-review: _______
Remaining neutral and coming across as neutral  Self-review: _______
Supporting party self-determination  Self-review: _______

Next, reflect on the following prompts.

Things you did particularly well in this mediation
____________________________________________________________________________________
____________________________________________________________________________________
____________________________________________________________________________________
____________________________________________________________________________________
____________________________________________________________________________________

Things you would do differently next time
____________________________________________________________________________________
____________________________________________________________________________________
____________________________________________________________________________________
____________________________________________________________________________________
____________________________________________________________________________________

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What did the parties need from you? (Answer only about what is legitimate in the mediation context.)
How did you try to address those needs? Did it work? Why or why not?
____________________________________________________________________________________
____________________________________________________________________________________
____________________________________________________________________________________
____________________________________________________________________________________
____________________________________________________________________________________
If this was a peer reviewed mediation, what was/was not helpful about your debrief with the observer?
____________________________________________________________________________________
____________________________________________________________________________________
____________________________________________________________________________________
____________________________________________________________________________________
____________________________________________________________________________________