TIPS FOR SUCCESSFUL MEDIATION PARTICIPATION

1. Enter into the mediation in good faith and with the belief that a satisfactory resolution for the dispute is possible.

2. Understand that the best possible solution for the dispute lies within you and the other party.

3. Enter the mediation with a willingness to work toward a mutually acceptable resolution.

4. Be willing to approach the mediation in the spirit of compromise and negotiation.

5. Ask yourself how you may have contributed to the problem, if appropriate.

6. Provide full and accurate information during the mediation process so that both parties are able to make informed decisions.

7. Be prepared to clearly state how you feel you have been wronged.

8. Be prepared to identify what you need to resolve the dispute.

9. Seek to understand the other party’s version of the issues.

10. Listen to what the other party is willing to do to resolve the conflict.

11. Be open to creative solutions that can realistically address both your needs and the needs of the other party.

12. Commit to uphold the confidentiality of the mediation discussions.

13. Look forward to a new future rather than remaining a prisoner to events of the past.

14. Celebrate your participation in the mediation process and use your power to resolve the grievance.