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**Small Claims Court Intensive Training**

**Winter/Spring 2021**

**LEARN COLLABORATE SERVE**

**The Dispute Resolution Center of King County (KCDRC) offers specialized training that can hone your facilitative mediation skills and involve you in our Small Claims Court Mediation Program.**

**Who’s A Good Candidate?**

**This highly selective in-depth program is designed for those who:**

* Want to join **our court mediation cadre as great team players** and co-mediators - flexible, humble, supportive, always willing to learn more ***AND* have**
  + Served as a mediator at another Dispute Resolution Center ***or***
  + Completed (or are enrolled in & near completion) a post-BMT practicum at any Dispute Resolution Center ***or***
  + Completed a 36- or 40-hour Basic Mediation Training at any DRC ***and*** have other additional training or experience applyingthe foundational facilitative mediation skills, including active listening, understanding/identifying interests, and asking open-ended questions.

*\** ***The KCDRC seeks to train and work in a welcoming, respectful and engaging way with persons of diverse backgrounds,*** *with a priority on communities served by our organization. We are deeply committed to continuing to foster a culture inclusive of people in race, ethnicity, national origin, gender identity, sexual orientation, socio-economic status, veteran status, marital status, age, disabilities, political affiliation, and religious beliefs – and also in cultural backgrounds, life experiences, thoughts, and ideas.*

**What Does the Program Look Like?**

**The SCC Intensive training is a two-part program. Intensive students who successfully complete Part I are eligible for invitation to the Part II In-Court Mediation Apprenticeship.**

**Part I is a hybrid training program that consists of:**

* **25 hours of study using online modules** (estimated – each individual student may need more or less time to complete; completion of the online modules is self-paced, provided homework exercise deadlines are met)
* **A series of 5 required in-person training practice sessions** (note the usual training session schedule has been modified to accommodate the switch to remote/virtual format due to Covid-19 pandemic)

***Note: The Online Modules & Training Sessions are completed over approximately four months***

* **A mock mediation assessment** 
  + Once you’ve completed the Online Modules & Training Sessions you’ll be scheduled to mediate a mock mediation8case with role players. This will give us a gauge of your readiness for the Part II In-court Apprenticeship and highlights any areas where you may need additional training and support (offered at the DRC’s discretion, based on available resources and SCC Mediation Program needs)
* **Students will receive coaching and feedback throughout the program**

**Part I Schedule for Winter/Spring 2021:**

* **Completed applications: submitted by December 18, 2020**
* **Application evaluation process & applicant interviews (remote/virtual): done by February 14, 2021**
* **Notification of applicants & invitations to join Winter 2020 Intensive: sent by February 22**
* **Winter/Spring 2021 Intensive Part I runs from late February thru late May 2021 followed by mock mediation assessments**
* **Winter/Spring 2021 Intensive Students receive Part I *Getting Started* information: by February 26**
* **Q & A session for Intensive students (remote/virtual): Tuesday, March 9, 7 to 8:30 pm**
* **Intensive students will be scheduled to observe at least one small claims court mediation with debrief session (on weekdays, remote/virtual): between start of Part I & first in-person training session**
* **The five in-person training sessions are scheduled on the following Saturdays from 9:30 am to 3:00 pm (remote/virtual format, includes lunch break), with additional practice, feedback & coaching:** 
  + ***First Training Session - March 20***
  + ***Second Training Session - April 10***
  + ***Third Training Session - April 24***
  + ***Fourth Training Session - May 8***
  + ***Fifth Training Session - May 22***
* **Note homework exercises for specific Online Modules will be due prior to each training session**
* **Practice mock mediations (optional, remote/virtual): mid May thru late May (exact schedule TBD)**
* **Formal mock mediations will be scheduled for each student, to assess skill level and readiness to begin Part II In-Court Apprenticeship; each student also will roleplay for two mock mediations: early June thru mid June (exact schedule TBD)**

**What Is the Commitment?**

**To be accepted to this program potential students need to be able to commit to the training schedule and deadlines for Part I.**

* Students will need an email account and access to the internet, along with access to a computer or tablet and/or other device(s) that allow creation and sharing of documents & recordings and participation in remote/virtual training and Court sessions.

**Students also need to make a one year commitment to mediate at least two Small Claims Court shifts each month** (AM or PM on weekdays, schedule determined by King County District Court), starting after successful completion of Part I. The first six months (approximately) of this commitment is Part II of the Intensive – an In-court Apprenticeship focused on supported co-mediations with feedback and coaching.

*We usually mediate in-person at three King County District Court locations: Kent, Issaquah & Seattle. We anticipate In-court Apprenticeships will begin with virtual Small Claims Court sessions only due to the COVID-19 pandemic.*

*\*\* At the end of Parts I & II of the program, and at the end of your one year in-court commitment, we will assess your skill level, if SCC mediation is a good fit, and if you’re ready to successfully work and be invited to continue with our SCC mediation team. Assessment of fit for our SCC Mediation Program is based in part on the KCDRC’s commitments to King County District Court. Being invited to join and continue with the SCC Mediation Program is at the KCDRC’s discretion.*

**Application Process**

1. **Submit SCC Intensive Training Application, resume, and basic mediation training certificate**. Instructions on how to submit are included in the Application packet.
2. **Interview:** Once your application is received we will schedule an interview with selected applicants. During this interview we will further assess your commitment to our training process and your potential for successful team membership with our court cadre.
3. Students accepted into the Intensive will receive ***Getting Started* information** with training details.
4. **Fees for the SCC Intensive Training, totaling $450:**

* **$225 for the SCC Intensive Training Part I** *(payable to the KCDRC when accepted to the SCC Intensive Training Program)*
* **$225 for the Part II In-court Apprenticeship working with experienced SCC mediators and coaches in SCC** *(payable only if placed with our SCC mediation teams)*
* Please specify on your Application if you’re requesting to pay a reduced Intensive fee amount and/or need a payment plan
* Some continuing professional education credits (e.g. CLEs) may be available for in-person training days (must specify on your application that you will be seeking; additional fees may apply)