



Federal Executive Board of Minnesota - Shared Neutrals Program

**MEDIATOR TRAINEE EVALUATION**

Please complete this evaluation form and return it to the FEB Shared Neutrals Council. Thank you.

<b>MEDIATOR</b>	<b>AGENCY</b>
<b>MEDIATOR TRAINEE</b>	<b>TRAINEE'S AGENCY</b>
<b>CASE NUMBER</b>	<b>MEDIATION DATE[S]</b>

Please evaluate the Mediator-Trainee using the following scale. Remember that an honest critique is needed so that skills can be developed. You are directed to share all comments with the trainee in a positive light including alternatives that may be more efficient.

**1**                      **2**                      **3**                      **4**                      **5**  
**Needs**                **Good**                **Very Good**        **Excellent**        **Not Observed**  
**Improvement**

		1	2	3	4	5
1	Providing introduction					
2	Listening					
3	Empathizing					
4	Maintaining confidentiality					
5	Assisting parties in creating options					
6	Testing perceptions against facts					
7	Caucusing					
8	Reaching closure/agreement					
9	Allowing parties to own the process					
10	The mediator-trainee was fair					
11	The mediator-trainee was effective					

Was there any critical element of the mediation process that the trainee had problems with? If so, please explain:

Thank you for taking the time to fill out this survey. The information you have provided will help us to improve the program. Please send the questionnaire to:

Email: [mn\\_feb@ios.doi.gov](mailto:mn_feb@ios.doi.gov)

OR

Fax: (612) 713-7203