THE HARVARD MEDIATION PROGRAM
HLS Upper Year Student and LL.M. Student Application – Fall 2015

The Harvard Mediation Program (HMP) is a student practice organization at the Harvard Law School that offers mediation services to the community at local courts and in other contexts through a facilitative, co-mediation model. HMP is an opportunity for law students to step out of the classroom and engage with the communities of the Greater Boston area. In addition to Harvard Law students, HMP is composed of staff as well as community members, including professionals and students from other universities. Most new mediators will mediate Small Claims court disputes.

Instructions:

This is an application for a Harvard Law School 2L, 3L, or LLM student to become a member of the Harvard Mediation Program. **Before proceeding to complete this application, every student is required to read the accompanying document "HMP Application FAQs" as part of the application process.**

In addition to completing this written application, each applicant will participate in a one-hour interviewing session. The one-hour interview, during which applicants co-mediate a mock dispute, will take place during the evening of Monday, September 28, 2015, or Tuesday, September 29, 2015, at 6:00 or 8:00 p.m.

You will receive your interview slot via email by the evening of Sunday, September 27, 2015. Final decisions will be sent via e-mail by Wednesday, September 30, 2015.

You should not fill out this application if you cannot attend a two weekend training program from 9:00 a.m. – 5:15 p.m. on October 3-4, 2015, and October 17-18, 2015. **You must be present for all training hours.**[1]

No resume, cover letter, or references need be submitted with this application. Please return pages 2–5 to HMP. **Applications must be submitted by 5:00 p.m. on Thursday, September 24, 2015 to the HMP Recruiting Directors, Michelle Adler and Ben Richards. Please email this application form to hmprecruitingdirectors@gmail.com.** If you have trouble sending your application, or any questions or concerns, please contact Michelle or Ben via e-mail.

Important Dates to Remember:

Thursday, September 24, 2015: Applications due by 5:00 p.m. via e-mail to hmprecruitingdirectors@gmail.com. Early applications are appreciated. Interview slots will be sent by Sunday, September 27, 2015 at 9:00 p.m.

Monday, September 28, 2015 and Tuesday, September 29, 2015: Interviews.

Saturday and Sunday, October 3 and 4, 2015: Basic Training (Mandatory), 9:00 a.m. – 5:15 p.m.

Saturday and Sunday, October 17 and 18, 2015: Basic Training (Mandatory), 9:00 a.m. – 5:15 p.m.

Thank you for your interest in the Harvard Mediation Program. We look forward to seeing you soon!
Michelle and Ben

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[1] Please let us know if there is a particular reason why you would be unable to attend the weekend training program (ex. religious observation).

Basic Applicant Information:

NAME:

EMAIL:

PHONE:

YEAR (2L, 3L, or LLM):

LOCAL ADDRESS:

Availability to Mediate:

You must be available to mediate every other week. Mediations last 1–2 hours and sometimes can last up to 3 hours; therefore, you need one morning or one afternoon free every other week to mediate.

HMP offers upperclassman and LLMs a total of 7 small claims sessions to choose from. You are strongly encouraged to rank at least **one** small claims session.

The Friday afternoon Harassment Prevention Order (HPO) session[2] is primarily reserved for 1Ls who do not have another time available to mediate due to their class schedules.

If you're unavailable for a small claims session and only available to mediate on Friday afternoons, we encourage you to apply anyway. While HMP may not be able to accommodate your scheduling needs for Friday afternoons, we will make every effort to do so!

See the next page to rank your mediation day and time preferences.

[2] Important note: Harassment Prevention Orders (HPOs) are civil restraining orders. The cases we mediate involve neighbors, family members, ex-boyfriends/girlfriends, and tenants. Cases are screened by a judge for appropriateness and are not domestic restraining orders (which are a different category of case).

NAME, YEAR (required):

Please rank all sessions to which you would like to be assigned. If you are not available to mediate during a particular time, please leave the field blank or write "N/A."

Please rank at least one of the following:

Rank	Court	Day	Session Time	Transit Time from HLS
	Quincy – Small claims	Tuesday	1:30 p.m.	50 min. (car); 50 min. (T)
	Chelsea – Small claims	Wednesday	9:00 a.m.	30 min. (car); 60 min. (T)
	Brookline – Small claims	Thursday	9:00 a.m.	30 min. (car); 1 hr. (T)
	Cambridge – Small claims	Thursday	9:00 a.m.	30 min. (car); 60 min. (T/Bus). Note: Court is located in Medford
	Malden – Small claims	Friday	9:00 a.m.	30 min. (car); 45 min. (T)
	Roxbury – Small claims	Friday	9:00 a.m.	30 min. (car); 50 min. (Dudley Bus)
	Quincy – Small claims	Friday	9:00 a.m.	50 min. (car); 50 min. (T)

You MAY also rank this opportunity:

Rank	Court	Day	Session Time	Transit Time from HLS
	Malden – HPOs	Friday	2:00 p.m.	30 min. (car); 45 min. (T)

Additionally, HMP members may mediate ad hoc cases. These cases are tenant-tenant and animal control disputes, as well as other referrals. We will staff as cases arise. **If you are interested in mediating these types of disputes, please check the box under "Interest" below.**

Interest	Court	Day and Session Time	Transit Time from HLS
	Other – Tenant-Tenant, Animal Control, and other disputes	Wed 9 a.m., Friday 9 a.m., and Friday 2 p.m.	Varies

NAME, YEAR (required):

Questions for Applicant:

1. Why do you want to be a mediator? (150 words or less)

2. Have you had any mediation training or experience? If so, please describe the type of disputes and the approximate number of disputes you mediated. *Note: No previous experience is necessary.* (150 words or less)

3. Describe any relevant personal, professional, or community experience. (150 words or less)

4. An essential means of improving mediation skills is giving and receiving feedback. Please assess your strengths and weaknesses in this area. (150 words or less)

NAME, YEAR (required):

5. Please list any language(s) in addition to English that you speak fluently. *Note: None required.*

6. Do you have a car? *Note: A car is not required to participate in the program.*

7. How did you hear about HMP?

8. Rank your preferences for an interview time here. Leave blank any times that you are not available.

Monday, Sept. 28, 2015	6:00 p.m. ___	8:00 p.m. ___
Tuesday, Sept. 29, 2015	6:00 p.m. ___	8:00 p.m. ___

9. Please read, consider, and sign the following:

   I understand that if I am selected to participate in the Harvard Mediation Program and I choose to participate in the training, I will be committing to attend my designated mediation session biweekly for two semesters.

   Signature:

   Date: