

Certified Mediator and Arbitrator Program

Program Duration: 6 months

Course Sequence	Suggested Study Schedule
I. Mediation Certificate	
A. Justice and Alternative Dispute Resolution	Week 1
B. Overview of InAccord® Conflict Analysis Model	Week 2
C. Phases and Stages of the InAccord® Conflict Analysis Model	Week 3
D. The Touchstone Skills Part I	Week 4
E. The Touchstone Skills Part II	Week 5
F. Crafting the Memorandum of Agreement	Week 6
G. Special Issues in Mediation	Week 7
H. Legal Processes and Ethics	Week 8
II. Applied Practice	
A. InAccord® Conflict Analysis in Practice	Week 9
B. Touchstone Skills in Practice	Week 10
C. InAccord® Demo Practice	Week 11
D. Facilitating InAccord® Phase Two, Stage 1 Interventions	Week 12
E. Facilitating the InAccord® Caucus	Week 13
F. InAccord® Phase Two, Stages 2 & 3 Interventions	Week 14
G. InAccord® Phase Two, Stage 4 Interventions	Week 15
H. Ethical Dilemmas and Mitigation	Week 16
III. Arbitration	
A. Arbitration, Justice, and Ethics	Week 17
B. InAccord® Conflict Analysis model for Arbitration & Phase One	Week 18
C. The Preliminary Conference	Week 19
D. Directing the Hearing: Part I	Week 20
E. Directing the Hearing: Part II	Week 21
F. Closing the Hearing	Week 22
G. Rendering the Award	Week 23
H. International Arbitration	Week 24
Paralegal Module 6: grammar, spelling, word usage, punctuation, and capitalization for the paralegal	Week 25
Paralegal Module 19: interviews	Week 25
Arbitration and mediation	Week 26