

UC Law SF Mediation Training Program

Competency Assessment Rubric

Instructions

This rubric assesses mediator competence across four domains during a single roleplay. For each domain, indicate whether the mediator demonstrated competence in each element of competence (that is, each dimension—Knowledge, Skills, Judgment, Self-Awareness—of the four domains), did not demonstrate competence, or if there was insufficient evidence to assess. Use the Notes column to provide specific observations or examples.

For each element of competence demonstrated, participants may earn one point, up to a total of sixteen points; a total score of eight or higher is required to pass the course. If a participant demonstrates at least six competencies during a single roleplay but not enough to pass the course, the assessor may elect to consult with the instructor to review supplemental evidence. Such supplemental evidence (1) may be used to upgrade a score of “not observed” to “demonstrated” for a particular element of competence and (2) must be captured in the notes column of the rubric, along with an annotation documenting the upgrade in score. This option is intended only to address the shortcomings of using a single exercise to generate comprehensive evidence of competence, and the assessor should never upgrade a score of “not demonstrated” based on supplemental evidence.

For Coaches/Observers:

After completing this assessment, please submit it to the Center for Negotiation and Dispute Resolution (CNDR). CNDR will provide a scanned PDF copy to the participant for their records and ongoing professional development.

For Self-Assessment:

Mediators are encouraged to complete the Quick Self-Check (final page) after each mediation as a reflective practice tool. This brief self-assessment helps track progress and identify areas for growth. Submission of self-assessments to coaches or CNDR is optional but can provide valuable context for developmental conversations.

Assessment Process:

- **Demonstrated:** Check this box when there is clear evidence that a mediator mediator possesses competence in this element of competence.
- **Not Observed:** Check this box when there was insufficient evidence or opportunity to assess this element of competence.
- **Not Demonstrated:** Check this box when there is affirmative evidence the mediator lacks competence in this element of competence.

- Notes: Provide specific examples, observations, or context to support your assessment

ASSESSMENT FORM

Mediator Name: _____

Assessor Name: _____

Context: Role Play Live Mediation Other: _____

Date: _____ **Assessor Role:** Self Coach Observer

DOMAIN 1: FOUNDATIONAL COMPETENCIES

Understanding mediation principles, conflict dynamics, and theoretical frameworks

Dimension	Demonstrated	Not Observed	Not Demonstrated	Notes
Knowledge	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Skills	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Judgment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Self-Awareness	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Domain 1 Strengths:

Domain 1 Growth Areas:

DOMAIN 2: RELATIONAL COMPETENCIES

Building trust, managing emotions, and communicating across differences

Dimension	Demonstrated	Not Observed	Not Demonstrated	Notes
Knowledge	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Skills	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Judgment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Self-Awareness	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Domain 2 Strengths:

Domain 2 Growth Areas:

DOMAIN 3: PROCESS COMPETENCIES

Managing mediation structure, stages, and adaptive facilitation

Dimension	Demonstrated	Not Observed	Not Demonstrated	Notes
Knowledge	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Skills	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Judgment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Self-Awareness	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Domain 3 Strengths:

Domain 3 Growth Areas:

DOMAIN 4: PROFESSIONAL & REFLECTIVE COMPETENCIES

Applying ethical reasoning and reflective practice

Dimension	Demonstrated	Not Observed	Not Demonstrated	Notes
Knowledge	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Skills	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Judgment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Self-Awareness	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Domain 4 Strengths:

Domain 4 Growth Areas:

OVERALL ASSESSMENT SUMMARY

Course result:

- Pass (score of 8 or more demonstrated competencies)
- Fail (fewer than 8 demonstrated competencies)

NB: If a student initially demonstrates at least six competencies but not enough to pass, consult the instructions for the option to review and provide credit based on supplementary evidence.

Overall Competence Assessment:

NB: This overall assessment and the supporting notes are for informational purposes as participants identify additional training and development opportunities and do not impact a participant's eligibility for a credential associated with the course.

- Developing - Building foundational competence; requires continued guidance and practice (generally consistent with fewer than 8 demonstrated competencies)
- Competent - Demonstrates competence across domains; ready for basic mediations with support available (generally consistent with 8–10 demonstrated competencies)
- Proficient - Demonstrates strong competence; handles complexity effectively with sound judgment (generally consistent with 11–14 demonstrated competencies)
- Exemplary - Integrates all competencies fluidly; serves as model for others (generally consistent with 15–16 demonstrated competencies)

Key Strengths (3-5 most notable):

Priority Growth Areas (3-5 to focus on next):

Specific Development Recommendations:

Goals for Next Observation/Self-Assessment:

Readiness Assessment:

- Ready for independent practice
- Ready for co-mediation with experienced mediator

Requires additional training in: _____

Requires additional practice mediations with observation

Requires focused skill development in: _____

Mediator: _____ Date: _____

Coach/Assessor: _____ Date: _____

COMPANION TOOL: QUICK SELF-CHECK

For rapid self-assessment after each mediation

Name: _____

Date: _____ Mediation: _____

Rate yourself quickly (1-4) on key competencies from each domain:

1 = Needs work | 2 = Adequate | 3 = Good | 4 = Excellent

Competency	Rating	One Thing I Did Well	One Thing to Improve
FOUNDATIONAL			
Applied negotiation principles (positions/interests, BATNA/WATNA)	___/4		
RELATIONAL			
Listened actively and communicated effectively	___/4		
Recognized and managed emotional dynamics	___/4		
Demonstrated cultural awareness	___/4		
PROCESS			
Conducted stages effectively (opening, facilitation, closure)	___/4		
Adapted process based on feedback/intuition	___/4		
Addressed power imbalances or impasse appropriately	___/4		
Drafted clear agreements (if applicable)	___/4		
PROFESSIONAL			
Maintained ethical standards (neutrality, confidentiality, self-determination)	___/4		

One thing I'm proud of from this mediation:

One thing I'll do differently next time:

One question I have for my coach/mentor:
