



## COMMUNITY-POLICE MEDIATION PROGRAM

**Apply to be a Mediator with the New Orleans Community-Police Mediation Program!**

### **INFORMATION** **(Application begins on page 5)**

We are excited to announce the New Orleans Community-Police Mediation Program (CPMP) is accepting applications for new mediators. The program aims to improve relationships and build understanding between the community and the New Orleans Police Department. We provide community members and police officers the unique opportunity to have a face-to-face conversation to address conflict in their interactions with each other, be heard, and share their perspectives in a setting designed to further the potential for mutual understanding. Participants determine for themselves if they'd like to make agreements, and how they'd like to move forward.

The CPMP is a program of the Office of the Independent Police Monitor (OIPM), an independent, civilian police oversight agency whose mission is to improve police service to the community, citizen trust in the NOPD, and officer safety and working conditions.

### **SELECTION CRITERIA**

You do not need any prior mediation experience or any particular education or employment experience. We will train you! All are encouraged to apply.

We will be selecting 15 community members to join the program and serve as Community-Police Mediators. We are looking for applicants who are committed to social change, self-determination, community-building, public safety, dialogue, and conflict resolution in New Orleans. This is an opportunity to be part of democratizing policing in our city, improving accountability by giving space for civilians to directly address officer misconduct, and using a transformative justice approach to create change in our public safety and legal justice system.

Applicants must be able to fulfill the following requirements and commitments:

- Lives in New Orleans area
- Commit to serving at least two (2) years as a mediator, from March 2024 to March 2026
- Available and committed to mediating AT LEAST five (5) cases per year. Mediations take place Monday through Friday between 9am and 7pm and require 3 hours of time. We try to schedule mediations as quickly as possible once a case is referred, so mediators must have enough flexibility to do a mediation with about 4-7 days' notice. **Please note:** the majority of mediations occur between 10am-4pm during the weekdays, so it is essential that you can make yourself available during these hours.

- Attend the virtual Orientation Session on Saturday, February 24th, 2024, from 10:00am-12:00pm.
- Attend all 50-hours of the mandatory certification training, which will take place over six (6) days, on March 16, 17, 19, 20, 23, and 24, from 9:00am-5:30pm.
- Attend a mandatory 5 hour follow up training in Fall 2024.
- Attend at least four (4) out of 12 professional development sessions per year, which take place monthly and are scheduled on a rotating schedule of Tuesdays – Thursdays either 12-2pm, 4-6pm, 5-7pm, 6-8pm, or 10am -12pm on Saturdays.

#### Skills and Attitudes Necessary:

- Empathic communication and listening skills
- The ability to hold space for intense emotions
- The capacity to demonstrate competence, composure and neutrality (open to hearing others' opinions and perspectives and an ability to put aside one's own biases)
- Committed to improving community-police relationships in New Orleans
- Comfortable giving and receiving constructive feedback
- Willing to learn past comfort zones with patience and humility
- Positive attitude
- Perseverance when faced with challenges
- In assigning mediators, we seek to match the demographics of our mediators to that of the participants as much as possible, so we seek to recruit mediators with the greatest diversity and range possible of gender, age, race, ethnicity, language, education, sexual orientation, and socio-economic background.

## WHAT TO EXPECT AS A MEDIATOR

### Initial 50-Hour Training

The OIPM has developed a comprehensive 50-hour training program, which prepares participants to mediate police-community conflict. Training is interactive and hands-on and includes a strong focus on role-playing and coaching to develop the mediators' skills.

The fifteen selected mediators will first attend the mandatory 50-hour training in March (see dates above), in which they will become trained in all aspects of the program, our model of mediation, and how to mediate a case from start to finish. Five NOPD officers will participate in the training as well to assist with role-plays, give mediators a sense of what it is like to mediate with officers, and serve as ambassadors to the program.

Participants must attend all sessions of the 50-hour training. If they miss more than 1 hour of training, they will not receive a certificate. If they miss more than 3 hours, they will be asked not to return to the training.

The training is facilitated by Tracee Ford, one of the country's top mediation trainers, who serves as the Director of Quality Development at Community Mediation Maryland and has more than 15 years of experience as a mediator and facilitator. OIPM offers the training at no charge to ensure that our

mediators reflect the community's diversity with regard to age, race, income, education, gender, and ethnicity. The training is valued at \$2,500 per trainee.

## **Mediating Cases**

Once trained, the new mediators will join the pool of trained mediators from previous cohorts and will be eligible to mediate cases. Cases are referred to our program on a rolling basis throughout the year, with an average of 40-50 mediations per year, so approximately one case per week. Once a case is eligible for mediation, the program director emails the pool of mediators with the time, date, and location and asks who is available. The request for mediators typically is sent about 4-7 days in advance of the mediation date. Mediators reply as soon as possible with their availability and are selected based on availability and matching demographics of the participants. We use a co-mediation model, so two mediators are assigned per case. Newly trained mediators observe two mediations and then mediate two mediations with a more experienced mediator.

Mediations typically occur Monday through Friday between 9am and 7pm, with an occasional Saturday mediation. Mediators should expect a case to take approximately 3 hours (1 hour of prep and debrief and 2 hours for the mediation). Mediations take place at libraries, recreation centers, and non-profit meeting rooms across the city. After each mediation, mediators return surveys and a brief report to the program director and the case is then closed. Mediators are each provided with a \$75 stipend per mediation session.

## **Professional Development**

In-service mediation training is provided every month, in which mediators develop and practice their skills through role-playing, skill-building activities, debriefing challenges and discussing successes from their cases. The Program Director provides feedback and support to mediators on an ongoing basis.

**PLEASE NOTE:** The OIPM provides extensive mediation training that is valued at \$2,500 per person, free of charge. In return, active participation in the program - which means being available to mediate at least 5 cases per year and attending 4 in-service trainings, as listed in the selection criteria above – is required. Before applying, please carefully read the “What to Expect as a Mediator” section and determine whether your schedule and other commitments will allow you to be an active participant in the program given the timing, locations, and turn-around time for scheduling mediations. We have only 15 spots in the program, and the program relies on having mediators who are committed and available to ensure we can provide these essential services to the community. We ask for your honesty about your commitment and availability to be an OIPM mediator and serve your community.

## **APPLICATION PROCESS & DEADLINES**

Below is a timeline of our 2024 selection process. If interested, please complete the attached application and return it as soon as possible. Please also share this information widely with any others who you think may be interested and available to serve.

### **Timeline of Mediator Selection Process and Training**

November 13: Application period opens

January 15: Deadline for applications

January 15 – 19: Review applications and schedule interviews

January 22 - February 9: Interviews

February 16: Decision letters sent out via email

February 24: Virtual Orientation (10:00am-12:00pm)

March 16, 17, 19, 20, 23, 24: Training (9:00am-5:30pm)

March 25 - 26: Training back-up dates (in case of weather or other emergencies)

### **CONTACT**

For more information about the program, please visit: <https://nolaipm.gov/our-mediators/>

For any questions, please contact Mediation Program Director, Jules Griff at 504-330-6932 or [jgriff@nolaipm.gov](mailto:jgriff@nolaipm.gov).

# COMMUNITY-POLICE MEDIATION PROGRAM

## Application for Community-Police Mediator

Thank you for your interest in becoming a community-police mediator. The following application can be completed online through our website: <https://nolaipm.gov/our-mediators/>. Or, please type or print clearly and submit via email to [jgriff@nolaipm.gov](mailto:jgriff@nolaipm.gov), fax to 504-309-7345, or mail to Office of the Independent Police Monitor, 2714 Canal Street, Ste 201, New Orleans, LA 70119.

Name: \_\_\_\_\_ Today's date: \_\_\_\_\_

Cell phone: \_\_\_\_\_ Home phone: \_\_\_\_\_

Email address: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_

Current occupation and place(s) of employment:

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How many hours per week do you work (if multiple jobs, list how many hours at each). How flexible is your schedule?

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Questions:

1. How did you learn about the Community-Police Mediation Program?

2. Why do you want to become a community-police mediator?



7. What do you think about the current state of community and police relations in New Orleans?
8. What experience do you have with conflict resolution (in your family life, community, relationships, organizations, teams, work life )?
9. Have you ever participated in a mediation or restorative justice session of any kind before as a participant or a mediator? If so, how do you think this kind of mediation may differ?
10. What other commitments and responsibilities do you currently have (work, family, volunteer activities or involvement in other organizations)? How many hours per week is your commitment to them? In what ways might they limit your availability to mediate cases?
11. Which days and times would you be available next week if a 3-hour mediation were scheduled? (check all that you are available for):
- M 9a-12p     Tu 9a-12p     W 9a-12p     Th 9a-12p     F 9a-12p     Sat 9a-12p  
 M 1p-4p     Tu 1p-4p     W 1p-4p     Th 1p-4p     F 1p-4p     Sat 1p-4p  
 M 5p-8p     Tu 5p-8p     W 5p-8p     Th 5p-8p     F 5p-8p     Sat 5p-8p

12. In selecting and assigning mediators to mediations, we consider participant and mediator demographics as evidenced as a best practice in community mediation. We seek to recruit trainees with the greatest diversity of gender, age, race, ethnicity, language, education, sexual orientation, and socio-economic background. The following information is optional but you are invited to share if you are willing to help us meet our commitment to diversity, equity and inclusion.

Gender Identity \_\_\_\_\_ Age \_\_\_\_\_ Race \_\_\_\_\_ Ethnicity/ies \_\_\_\_\_

Birthplace \_\_\_\_\_ Other identities you'd like to share: \_\_\_\_\_

13. Education \_\_\_\_\_

14. Past/Current Types of Employment \_\_\_\_\_

15. Please list any languages other than English that you speak fluently:

\_\_\_\_\_

**References**

Please give us the name, relationship, email address, and phone number for two people who could serve as a reference for you.

1. \_\_\_\_\_

2. \_\_\_\_\_



## TRAINING AND APPRENTICESHIP AGREEMENT

(Please initial on each line). If selected as a Community-Police Mediator:

\_\_\_\_ I am available and commit to attending the 50-hours of initial mediator training on March 16, 17, 19, 20, 23, and 24 from 9:00am-5:30pm. I will hold the backup days of March 24 & 25<sup>th</sup> in case of emergency.

\_\_\_\_ I understand the training attendance policy: Participants must attend all sessions of the 50-hour training. If they miss more than 1 hour of training, they will not receive a certificate. If they miss more than 3 hours, they will be asked not to return to the training.

\_\_\_\_ I am available and commit to attending the 2-hour Zoom orientation on February 24, 2024, from 10:00am-12:00pm.

\_\_\_\_ I understand that if I become unable to complete the required 50 hours of initial training, I will notify the Mediation Program Coordinator before February 9, 2024, or as soon as possible to withdraw my application from consideration since space is strictly limited to 15 individuals. I would not have the opportunity to continue in the training for 2024 but could apply again in future training in the coming years.

\_\_\_\_ I commit to a minimum of two (2) years to the Community-Police Mediation Program of the Office of Independent Police Monitor (OIPM), from March 2024 to March 2026.

\_\_\_\_ I commit to a minimum of five (5) mediations per year, which requires that I have the flexibility and commitment to mediate cases that take 3 hours and typically take place Monday through Friday, 9:00am-7:00pm, and are scheduled with 4-7 days' notice.

\_\_\_\_ I commit to attending the 5- hour follow-up training in Fall of 2024.

\_\_\_\_ I am available and commit to attending a minimum of four in-service trainings a year.

**Signed**

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**Print Name**

**Date**