

Tammy and Julia's Top Ten Tips

on

How to start a Mediators' Lounge in Your Community

1. Find at least one other person to organize the events with and meet to talk about roles and responsibilities and the purpose of your Lounge.
2. Create an email invite list of dispute resolution professionals. Tap into your existing communities, informal or formal.
3. Ask members what they are looking for in the Lounge and organize your Lounge around goals identified (for example we sent out a survey to get feedback and it resulted in an informal unstructured format for our Lounges). If someone in the group has a strong vision different from your own, ask them to lead that aspect. A principle to operate from is to always go where the enthusiasm is, whether it's yours or the enthusiasm of another person.
4. Choose a consistent day of the month and have the Mediators' Lounge on that day every time. For example our Lounge is held on the third Thursday of each month.
5. Choose a consistent time. For example, it is from 5-6pm each time.
6. Choose a consistent place. Changing places results in less people showing up. Restaurants or Pubs work well. You can get people to RSVP to you and you can reserve the space.
7. Once you have these aspects clarified, you can then do up a schedule for the year (or upcoming extended period of time) and send that out to your email invite list. Send out an email reminder about the upcoming Lounge one week before the Lounge occurs.
8. Set up a Facebook group or Google group to stay connected between in person meetings.
9. Assess how things are going and make changes as needed.
10. Have Fun

For more info contact Julia Menard at Julia@juliamenard.com

Or Tammy Van Hinte at tammy@conflictoptions.com