**APPLICATION TO CONDUCT**

**EQUAL EMPLOYMENT OPPORTUNITY COMMISSION MEDIATIONS**

**ON A PRO BONO BASIS**

Name:

Address:

Phone Number: Email Address:

Date of Rule 31 Listing:

Number of Cases Mediated:

Types of Cases Mediated (including any cases involving employment disputes, e.g., Title VII, ADEA, ADA): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please attach your resumé (including any experience in employment law issues)

**IMPORTANT INFORMATION**

I understand that if selected to conduct pro bono mediations on behalf of the Equal Employment Opportunity Commission (EEOC) I will not be compensated for my time or for any expenses. Prior to participating in any EEOC mediation, I will attend an orientation session conducted by EEOC personnel and read all information provided by the EEOC (e.g. Mediation flow chart, EEOC Mediator’s Script, Mediation Fact Sheet, etc.). I understand that I will comply with all EEOC mediation procedures. I also understand that if my application is approved, I will be placed on an EEOC listing of pro bono mediators. Whether I am selected to perform a mediation will be at the sole discretion of the EEOC or its designated representative. I understand that if I am assigned to conduct a mediation, I have, as an independent mediator, the discretion to decline any proposed assignment. Furthermore, if selected to be on the list, I will not hold myself out as an employee of the EEOC.

By signing below, I certify that I have read and understand the above Important Information and submit my application under these conditions.

Signature

Date

**APPLICATION SUBMISSION**

Email your application and resumé to Stephen Shields at [sshields@jsyc.com](mailto:sshields@jsyc.com) or Mark Travis at [mtravis@travisadr.com](mailto:mtravis@travisadr.com).