

**OFFICE OF THE EXECUTIVE SECRETARY
SUPREME COURT OF VIRGINIA**

MENTEE PORTFOLIO FORM

Please use black ink so this document will be legible when scanned.
(To be completed by Mentor and mentee at the end of each co-mediation session.)

Co-Mediation Case # 1 2 3 4 5 6 7 8

Case Type: GDC JDR CCC CCF

Mentee Mediator:

Mentor Mediator:

Certification Number:

(Are you currently certified as a Mentor for this court level? Yes No)

Date(s) of Mediation:

Section I: Skill Development Goals

Complete prior to mediation.

- I. MENTOR & MENTEE: (Review previous co-mediation case portfolio pages.) The mentee and Mentor identified the following goals for the mentee's skill development during the case.

Section II: Skill Development Progress

Complete after the co-mediation session.

- II. MENTOR: Describe the mentee's progress toward the skill development goals identified in Section I.

Section III: Skill Development Priorities

Complete after the co-mediation session or at the conclusion of the case.

- III. MENTOR: Based on your post-mediation discussions with the mentee and your observations during the case, identify the skill development priorities you recommend for the mentee in subsequent mediations. Include any recommendations you may have for additional training, reading, or other developmental activity.

Signature of Mentor

Date

Signature of Mentee

Date