SIXTH JUDICIAL CIRCUIT
MEDIATOR INFORMATION SHEET
SMALL CLAIMS ONLY

➢ All Small Claims mediators who wish to provide services for the Sixth Judicial Circuit must be certified by the Florida Supreme Court in County Mediation.

➢ Applicants will be scheduled to observe mediations once a completed application is received.

➢ Each mediator selected to serve must enter a contract with the Court.

➢ **Compensation:** Compensation for services is paid by the State of Florida at the rates set by the Court. The rates for payment in court-provided mediation are as follows:

   o **Pretrial Mediations** – $20.00 per hour, except in Dade City (East Pasco), where the rate is $22.00 per hour.

➢ **Expected Performance Details:** Each mediator serves pursuant to his/her availability and the Court's needs. Mediators providing small claims pretrial mediation should expect to serve for the entire calendar, approximately 6 to 8 hours for the day.

   o **Pasco County:**
   East – Dade City: Pretrial mediations are held *in person* every other Wednesday with court starting at 9:30 A.M.
   West – New Port Richey: Pretrial mediations are held *in person* Thursday with court starting at 9:00 A.M.

   o **Pinellas County:** Pretrial mediations are held *remotely*, via Zoom, on Tuesdays, Wednesdays, and Thursdays, varying from week to week starting at 8:30 A.M. The Zoom host as well as mediators sign on beforehand by 8:25 A.M.

   o **Tasks:** Besides mediating cases, mediators may be tasked by a Hearing Officer or Judge with administrative duties including identifying parties, assisting parties with completing and signing documents, and relaying parties' questions to the Court.

➢ **Other Resources:** Rule 10, Rules for Certified and Court-appointed Mediators; Rule 1.720, Rules of Civil Procedure; and Chapter 44, Florida Statutes.

The Court is currently soliciting for Small Claims mediators only.

ALL COMPLETED APPLICATIONS AND SUPPORTING DOCUMENTATION MUST BE RECEIVED BY THE OFFICE OF COURT COUNSEL AT
SixthCircuitContracts@jud6.org