



MPS GPS GUIDE ROLES AND RESPONSIBILITIES

GUIDES ARE EXPECTED TO:

- Help the parties reach their own resolution of the issues between them.
- Work with the parties to uncover the real issues that exist.
- Assist the parties to develop creative alternatives to consider as solutions.
- Develop realistic and practical standards for the parties to use in assessing their options.
- Treat both parties with respect.
- Provide substantive and procedural neutrality for the parties to be able to work collaboratively together.
- Use creative techniques to get past impasses that may arise.
- Call for private session work (“caucus”) with one of the parties if needed or if requested by one party.
- Meet with both parties if private sessions are called, although it may not be for the same amount of time.
- Acknowledge the role of emotion in the conflict between the parties and effectively manage it.
- Listen carefully to the perspectives of both parties.
- Assist the parties in drafting a resolution to their issues should a solution be found.
- Report incidents of child abuse or imminent harm to another person to appropriate authorities, if the Guide becomes aware of these incidents.
- Take notes during the session if necessary, and destroy these notes at the end of the session if they are taken.
- Ask questions designed to help move the process forward and to work as a reality

check for the parties to consider possible solutions.

GUIDES ARE NOT EXPECTED TO:

- Impose a solution on the parties.
- Act as legal counsel for either party.
- Serve as an advocate or representative for either party.
- Give legal advice to the parties.
- Provide information about rights the parties may or may not have regarding the conflict
- Force the parties to stay in the session if one or both of them wish to leave.
- Disclose what happened in the session to any other individual, with the exceptions of (1) information regarding child abuse or imminent harm to another person and (2) reporting back to the Employee Rights Administration Department (ERAD) regarding the outcome of the session. A copy of the resolution is filed with ERAD, but there is no expectation that the Guide will share the discussions needed to reach that resolution.
- Testify about what happened in the session in any future legal proceedings between the parties.
- Enforce the terms of any resolution reached, since the resolution is non-binding.
- Keep any record of what happened during the session after the session ends.
- Act as a judge.
- Make any determination of right or wrong for either party.
- Tell the parties which solution is best for them or which solution the Guide prefers.



**MILWAUKEE
PUBLIC SCHOOLS**

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- Participate in a case where the Guide has a conflict of interest.
- Compel any participant to reach an agreement or to make a decision contrary to what the individual actually wants to do.