

**CPR Employment Arbitrator Pathways Training Program  
Outline**

1. **Opening** [10:00 – 10:05]
  
2. **Characteristics of Arbitration** [10:05 – 11:05]
  - a) Faster, cheaper, adaptable
  - b) Consensual process
  - c) Arbitration clauses, party autonomy, rules selection
  - d) Demand vs submission of dispute
  - e) Private resolution, not a court, powers limited
  - f) Federal Arbitration Act and state procedural laws
  - g) Arbitrability and separability
  - h) Substantive law and mandatory law
  - i) Confirmation and vacation of award (more detail later)
  
3. Ethical considerations, arbitrator disclosure and cybersecurity [11:05 – 11:55]
  
- BREAK** [11:55 – 12:10]
  
4. **Typical types of claims this panel will face** [12:10 – 1:00]
  - a) Federal and state civil rights, harassment and discrimination
  - b) Wage and Hour (e.g., US Fair Labor Standards Act, state Labor Law)
  - c) Classification – Employee or Contractor
  - d) Pre-emption and mandatory class action waivers
  - e) Contractual (e.g., executive compensation)
  
- LUNCH** [1:00 – 1:45]
  
5. **Process Management** [1:45 – 3:00]
  - a) CPR Administered Rules Overview
  - b) Arbitrator standards of fairness
  - c) Conducting a Management Conference  
(with mock conference)
  - d) Discovery
  - e) Use and issuance of subpoenas
  
- BREAK** [3:00 – 3:15]
  
6. **Awards** [3:15 – 4:30]
  - a) Drafting a reasoned award
  - b) Costs, attorney fees
  - c) Grounds for vacating awards
  
- QUESTIONS AND CLOSING** [4:30 – 5:00]