

Sample Interview Evaluation Rubric

Officer Interview - General

Candidate

<i>Question</i>	<i>Listen For. . .</i>	<i>Correct – 5 - 4</i>	<i>Somewhat - 3 - 2</i>	<i>Incorrect - 1</i>		
- Describe a time when you had to take work home or put in long hours to complete an assignment on schedule. - What could you have done differently to better manage your time? - How did the assignment turn out?	Give an example where the backlog was caused by the job demands, not by procrastination.	Answer consisted of specific example that demonstrated the requested information.	Answer was questionable and/or somewhat related to the question asked.	Answer consisted of an example that did not relate to the question asked or was inappropriate.	____ x 3	
- Give me a specific example of a time when you had to work with a difficult member or partner of the organization. - What steps did you take to resolve the problem? - What was the outcome?	Serving internal members is as important as serving external partners.				____ x 3	
- Tell me about a time when you organized a team to accomplish a specific project. - How did you proceed? - What was the result?	Focus on their ability to identify strengths in individuals and assemble functional teams.				____ x 3	
- Describe a situation where you consulted a fellow student for advice on a project. - Why did you seek the advice of others? - What was the outcome?	Cite the importance of brainstorming and asking others for their input.				____ x 3	
Describe what you have gained by being a member of the FFA and how that will influence your ability to serve others?					____ x 3	
How do you maintain classroom expectations while managing your involvement in non-classroom activities?					____ x 3	
					____ x 3	
					____ x 3	
					____ x 3	
Possible Total					135	