



COMMUNITY RELATIONS VOLUNTEER INTERVIEW QUESTIONS

These questions serve as examples of ones you might ask, and are designed to target the attitudes and competencies desired for the specific role. Time will not allow you to ask every one of these questions, but every interview should touch on each of the 7Cs.

Be sure to ask additional questions if needed to get a complete understanding of all 7Cs, and write down only what the applicant said, not your interpretation of their answers.

Applicant Name:

Position:

Date Interviewed:

Interviewed by:

CALLING: *what we love to do and do really well*

What do you love to do and feel like you do really well?

When it comes to volunteering, what areas do you experience the most joy?

In what volunteer experience have you been most willing to make a sacrifice?

We, as believers in Christ, are called to serve, but our service can take many forms in a variety of settings – Why OCC? Of all the ways you can serve as a year round OCC volunteer, why does Community Relations interest you?

What aspects of the ministry description get you the most excited for this volunteer role?

CHARACTER: *having a strong developed Christian character*

How do you think a co-worker or friend would describe you?

Share with me a time when you had to work through a conflict with someone you worked or served with...

Tell me about a time when you found yourself in a challenging situation...how did you handle it? What would you have done differently?

Tell me about a time when things didn't go the way you wanted – for example, a promotion you wanted but didn't get, or a project that didn't turn out how you had hoped...how did you handle it? What did you learn from the experience?

COMPATIBILITY: *what this candidate will bring to the team*

What does being on a team mean to you?

What gifts or talents do you feel you would bring to the team?

Share with me about a time when you disagreed with the decision someone on your team (or at work) made and you had to support the decision... How did you handle that situation?

COMPETENCY: *demonstrated skills that best predict future performance*

Have you been involved with or had to work with community groups in your area before? If "yes," tell me more... what was your role? What did you do? What did you learn about working with community groups?

What connections do you feel like you already have with various groups in your community?

If you've not worked with community groups before, share with me when you worked with a group of people on a project...what was your role? What did you learn? Did the group achieve its goal?

This role is a lot about developing and building relationships with participating groups and the people who are leading OCC in these groups. Do you feel comfortable talking with people on the phone and/or in person whom you don't know and developing relationships? What possibilities do you see? What challenges do you foresee? How could you overcome the challenges?

If selected, you would also be reaching out to groups in your area who either don't know about OCC or have chosen thus far not to partner with OCC. How would you feel about making phone calls or visits to these groups where there's not an OCC connection? What possibilities do you see? What challenges do you see? How could you overcome the challenges?

This is not a requirement, but rather just a question- would you feel comfortable about sharing OCC with a community group (small or large)? Have you had experience giving a presentation?

Based on what you know about OCC and your own personal experience, what would you say about OCC if you were to make a presentation to a group?

What work or volunteer experiences, spiritual gifts or talents do you have that you feel might make a volunteer Community Relations role a good fit for you and the ministry?

Tell me about some of the things you've thought about doing to increase OCC participation in your local community if you were selected for this role...

We do a lot of things using the computer and the internet; on a scale of 1 (not familiar or comfortable at all) to 10 (very comfortable and knowledgeable) how would you rate your ability to use a computer and the internet?

COMMITMENT: *demonstrated commitment in previous volunteer positions or other areas*

How long have you been at your church?

How long have you lived in your community?

How long have you been at your work?

Share with me about a situation when you had to stick to something in difficult circumstances...

How do you “stay the course” when it seems you aren’t making progress? What spiritual, emotional and practical things (blocking time in your calendar, setting personal goals or deadlines) do you do to stay focused? How do you know when to “throw in the towel”?

CONDITION: *mental, physical, and spiritual readiness to serve*

Do you feel there are any physical challenges that may prevent or hinder you from serving in a role like this?

What do you do to keep in good spiritual shape?

Did you get a chance to read over our Statement of Faith? Was there anything you had a question or disagreement about?

Share with me how you see the job description and responsibilities fitting into your schedule and home life...

CONSISTENCY: *responses and actions should remain consistent throughout the interview process*

You told me about a time when _____; how does that connect with this volunteer position?
(is he/she being consistent in their answers)

Is there anything you’d like to say about your consideration for this volunteer position?