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|  | **1 - Needs Improvement** | **3 - Average** | **5 - Effective** | **Comments** |
| **First Impressions**  Greetings, attire and professionalism | Attire was unprofessional  for an interview  Arrived late to the  interview  Did not greet or shake  hands with interviewer(s)  Did not come across as  friendly or engaging with  interviewers | Attire was ok, but not  business professional  Arrived on time to  the interview  Greeted or shook  hands with  interviewer(s), but  not in professional  manner  Some improvements  could be made in  smiling, being friendly  and engaging with  interviewers | Attire was business  professional  Arrived 10-15 min  ahead of interview  Greeted and shook  hands with  interviewer(s) in a  professional manner  Smiled, had friendly  demeanor and was  engaged |  |
| **Communication Delivery**  Interviewing skills and techniques | Eye contact was not  adequate  Spoke too quickly,  Slowly, or quietly  Non-verbal body language  was distracting, ex:  movements of chair, pen,  hair, etc.  Communication style,  grammar or language  inappropriate for  audience  Speaker interrupted | Eye contact was  adequate but not  consistent  Spoke at times too  quickly or slowly  Non-verbal body  language was mostly  complimentary, but  sometimes distracting  Communication style,  grammar or language  was often good but  sometimes  inappropriate for  audience | Eye contact excellent  with each interviewer  Spoke at appropriate  pace, volume, and  did not interrupt  Non-verbal body  language  complimented the  interview  Communication style,  grammar or language  appropriate for  audience |  |
| **Interview Content**  Qualifications and Career Knowledge | Demonstrated lack of  knowledge about the  program and/or  profession  Did not answer questions  using examples that  matched content  requested  Answers lacked detail and  were of inappropriate  length | Demonstrated some  knowledge about the  program and/or  profession but should  have prepared more  Answered questions  Using ok examples  that matched content  requested  Some answers  provided detail and  others did not; lacked  time management | Demonstrated  excellent knowledge  about the program  and/or profession  Answered questions  using good examples  that matched content  requested  Answers provided  enough detail and  were of appropriate  length |  |
| **Appropriate Verbiage** | Filler words (um, like, uh,  right,) used frequently | Filler words used  moderately | Filler words used  minimally |  |
| **Interest Level** | Could not tell if  interested in the  profession | Demonstrated marginal interest in the  profession | Expressed genuine  interest in the  profession |  |
| **Final Impressions**  Wrap Up | Did not ask questions  Did not thank  interviewers for their  time, did not shake  hands, departed in a less  than warm manner | Asked generic,  mediocre questions  Left out 1 or more key  elements when  departing | Expressed genuine  interest in the  profession  Asked thoughtful,  tailored, relevant  questions  Thanked  interviewers for time,  shook hands,  departed warmly |  |
|  |  |  | ***Score Total:*** | ***/ 30*** |

*\*All interviews will be conducted and video/voice recorded for candidate evaluation team review.*