



Search Committee Interview Quality Screening

Candidate Name:

Search Committee Member:

Rate each candidate's responses to interview questions using the following scale.

1 = Candidate provided a poor response that missed the key point of the question.

2 = Candidate provided an incomplete answer that had some good elements but was significantly flawed.

3 = Candidate provided a convincing but flawed answer that fall short because of problems with either the content or breadth of the answer.

4 = Candidate's response demonstrated understanding of the question and high competency in this area.

Domain/ Dimension	Search Priority? Yes/ No	Interview Questions & Responses	Rating			
			1	2	3	4
[i.e., Culture/ Relationships]		Question: Response:				
[i.e., Systems/ Data Literacy]		Question: Response:				
[i.e., Learning/ Instruction]		Question: Response:				

Additional Notes:

Applicant's responses demonstrate experience or knowledge in the following established priorities for this hire based on school needs and contexts (check all that apply):

Search Priority	Search Priority? Yes/No/Unable to Determine	Notes
Priority 1		
Priority 2		
Priority 3		

Personal Characteristics	Search Priority? Yes/No/Unable to Determine	Notes
Is candidate friendly and personable?		
Is candidate respectful and professional?		
Does candidate have a positive attitude?		

Communication Skills	Search Priority? Yes/No/Unable to Determine	Notes
Is the candidate's communication clear and concise?		
Does the candidate listen well and ask questions when appropriate?		
Is the candidate able to articulate their thoughts and ideas effectively?		