



Interview Questions for a Potential Team Member

Interviewer: This form would be used with a person seeking a specific area of responsibility on the initiation team, such as coordinating sponsors or facilitating a small group. The use of this form also implies that the person being interviewed understands the basic requirements for any team member, regardless of specific duties.

These basic requirements include: in good standing sacramentally in the parish, evidence of a converted heart and a love for Jesus and his Church, desire to participate in the Church's mission of evangelization, basic knowledge of the Church's teachings, living in accord with the Church's teachings, desire to continue his/her formation, punctual and flexible, open to new relationships, open to questions, open to being a witness of faith to others, prudent and able to keep confidentiality. If these things are not known about the potential team member, then questions about the above requirements should be included in the interview. Notes on the conversation should be taken as needed.

Today's Date: _____

Name of person being interviewed: _____

Possible position on the team: _____

Name of interviewer: _____

Questions:

1. Describe your prayer life.
2. What is your previous experience in parish ministries?
3. What experience (formal or informal) have you had in developing fellowship skills?
4. What experience (formal or informal) have you had specifically in developing communication skills?
5. What is your previous experience in working on a team?
6. What gifts do you believe you can offer the team based on the "job description"?
7. In what areas would you need assistance?
8. What are your employment and family commitments at this time?
9. Are you involved in any other volunteer work at this time?
10. Would you have the time necessary to fulfill this position's demands?

Summary remarks by the interviewer (based on notes):

Recommendation:
