

Examples of Volunteer Interview Questions

Sample Interview Questions

- What would you like to know about our organization?
- What attracted you to our organization?
- What types of work have you done before? What did you like best about the work?
- What kinds of experience or training have you had that would help you contribute here?
- How do you deal with situations that don't go as planned?
- Would you rather work on your own, with a group, or with a partner? Why?

From *Successful Strategies for Recruiting, Training and Utilizing Volunteers*, 2005

Interview Record

Candidate: _____ Date: _____

Core Questions

1. Of your various qualifications, which do you consider to be the most important to the volunteer position to which you are applying and why?
2. What was the best volunteer job you have ever had and why?
3. Describe some of the major job duties and responsibilities of the position.
4. What were some of the obstacles you encountered in volunteering?
5. What benefits are important for you in a volunteer job?
6. Are there hours, days or location that would present a problem for you?

For Interviewer

- ___ Described job to candidate
- ___ Discussed hours and benefits
- ___ Asked if candidate had questions
- ___ Discussed time frame for filling position

Questions

	YES	NO	Uncertain
1. Does the candidate have the required skills?	___	___	___
2. Is the candidate's experience relevant to the position?	___	___	___
3. Does candidate seem able to handle position?	___	___	___
4. Has candidate shown sufficient interest?	___	___	___
5. Is candidate flexible?	___	___	___
6. Is candidate willing to participate in orientation?	___	___	___
7. Is a second interview needed?	___	___	___

From *Handbook of Volunteer Management*, 1991

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