

INTERVIEW REPORT OF VOLUNTEER APPLICANT (Long Form)



UNIVERSITY OF ARIZONA COOPERATIVE EXTENSION:
4-H YOUTH DEVELOPMENT

FOR OFFICE USE ONLY
Date of Interview: _____
Recommendation: ___ yes ___ No ___ uncertain
Signature of Interviewer: _____

Please print the following information:

Applicant's Name _____

Phone (Home) _____ (Work) _____

Applicant's Address _____
Street

City State Zip Code

Position Interviewing For _____

Note to Interviewer: Throughout the interview, consider how well the applicant and position fit together. Consider the way the applicant listens and responds to questions. Please ask at least two questions of every potential volunteer.

LEADERSHIP SKILLS

What experiences have you had in working with young people and adults? What skills and qualifications would you bring to 4-H Youth Development? How do you promote teamwork? What kind of rewards do you need to stay motivated?

Comments:

HUMAN RELATIONS SKILLS

What kinds of people do you find (a) easy to work with and (b) hard to work with? How do you handle each type? How do you handle criticism toward you personally? What kind of discipline techniques would you use with: disruptive or irresponsible young people; a young person who deliberately defies your request for cooperation; or a young person who consistently misses meetings with no explanations?

Comments:

AFFIRMATIVE ACTION

Tell me about your experiences working with people (a) from diverse cultures, (b) from varying economic levels and (c) with mental and/or physical challenges.

Comments:

ORGANIZATIONAL SKILLS

What kind of recordkeeping experiences have you had? What experiences have you had organizing a group of young people and/or adults? Describe the steps you would take to help a group of young people come to a decision. Tell me about your experiences in planning and conducting meetings. What kind of training do you need for this type of volunteer position?

Youth Protection Policy

Expectations of a 4-H volunteer

Subject matter

Youth Development

Conflict Management

4-H Philosophy/History/Traditions

Making a 4-H leader better

Other

Comments:

ADAPTABILITY AND DEPENDABILITY

How do you deal with situations that don't go as you planned? What situations cause you stress and how do you deal with them? What would you do if you were unable to complete a commitment?

Comments:

UNDERSTANDING 4-H YOUTH DEVELOPMENT

What does 4-H mean to you? Why do you want to be a volunteer leader? What skills should 4-H develop in young people? What is your view on competition? How important is winning?

Comments:

COMMUNICATION SKILLS

How comfortable do you feel speaking in front of a group? What makes a good listener? What ways would you use to communicate with all the families in your club/project group?

Comments:

What kind of leadership position do you want to volunteer for?

project leader

organizational leader

teen leader

co-leader

other.

Instructions to Interviewer: If you have any other comments to add, please write them here: