

**Full Service Community Schools Site Director
Interview Questions**

*NOTE: Everything in *Italics* is just for us, it will not be on the interviewees copy of questions.

Do introductions and let interviewee know that the interview will take 30 minutes- and ask them to please be sure to pace themselves accordingly.

Score

1. Please start by sharing with us why you are interested in this position and how it fits in your career progression and career goals.

Comments:

Developing and Maintaining relationships

2. A key skill in this position is developing and maintaining positive relationships. Given this:
 - a. What are the first steps you will take in your first few months in the school to develop relationships with the principal, school staff, and community partners?
 - b. How will you assure that all supervisors (hiring agency, school, and program manager) are kept abreast of the project’s progress, challenges, and successes throughout the project?

Comments:

3. Please share your experience working with students and families from diverse backgrounds: social, ethnic, and economic.

Comments:

Coordination

4. This position will require a person who can work independently, is highly motivated, extremely organized, can think on their feet and are able to take the initiative to develop a new program. On any given day your priorities may have to change in an instant. Given this, what can you share with us about your ability to independently move new ideas and projects forward? Please provide at least one example from your work or volunteer experience.

Comments:

5. Your role as FSCS Site Director is primarily as a project coordinator, rather than a provider of one to one services for youth. Please describe your experience and comfort level with program coordination using at least one example from your work or volunteer experience.

Comments:

*Systems Level Thinking**Score*

6. This position requires that the coordinator work with the school community to develop a system of coordinated services that will support student's academic and social, emotional, and health needs. Please describe your past experience in creating a system of services (i.e. a network of community partners, a system of support services for a specific population)

Comments:

Facilitation

7. Can you give us examples of your facilitation skills such as work you have done to create or support effective advisory boards or other advisory groups?

Comments:

Resource Development

8. Much of what we intend to ask schools to do must be done by them voluntarily. Some of it is new or unfamiliar and most of it must be done without enough money or staff. Can you give us examples from your work experiences that suggest that you can overcome these and other barriers and be successful?

Comments:

9. Please describe your experience in collecting, analyzing, and the use of data (both quantitative and qualitative)?

Comments:

10. Please rank your comfort level with the use of technology (computers, web, etc.) and with data collection.
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Full Service Community Schools Interviewee Additional Questions

Questions

Score

Scale of 1-5 with 1
lowest and 5 highest

- 1) Given that this school has multiple programs addressing students academic and non academic needs, how will you :
 - a. Assess which programs are the most effective? and
 - b. Prioritize which programs you will engage for this grant?

- 2) In this school, you may find that you have 10 different agencies working on similar issues. What are all the steps will you take to assure that these agencies are most effectively working with each other?

- 3) How will you ensure that all “supervisors” (at the hiring agency, the school, and the FSCS Program Manager) are kept abreast of the project’s progress, challenges, and successes?

- 4) How do you deal with conflict? Have you been in situations where you have had to de-escalate tense situations? Give an example of a situation that you have had to de-escalate.

- 5) With the first year of this grant being a planning year, how will work with individuals that you encounter who are eager for action right away?

- 6) This is a 5 year grant. While we know that it is impossible to expect a 5 year commitment, we want to make sure that the person who takes this position can commit for the planning year and at least 1-2 of the implementation years. What is your availability to do so? How does this commitment fit into your career trajectory?
