# Applicant Interview

## *Best Practice Resources – Mentor Screening*

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# Applicant Interview

Applicant Name: _____ Interview Date: _____

Referral Source: _____ Interviewed By: _____

### OPENING REMARKS

***Explain that the purpose of the interview is both part of our screening process as well as a major portion of our matching process. Describe how the interview will examine different aspects of the applicant's life in an effort to see how he or she would work in the program and what types of experiences might help support a mentee. Obtain feedback on the orientation and answer any questions.***

### COMMITMENT REQUIREMENTS

*Review time requirements for being a mentor.*

1. Are you comfortable with the program's three hour a week commitment? Are you able to make a commitment to your mentee for one year form the time you meet?

### MOTIVATION

2. Why are you interested in being a mentor/ why are you interested in working with children?

### APPLICANT EXPERIENCE

3. What kinds of past applicant experiences have you had? What did you like/dislike about them?

4. Are you currently looking into any other applicant programs? Are you already an applicant with any other programs?

## EXPERIENCE WITH YOUTH

5. Tell me about any children in your life (sons/daughters, nieces/nephews, friends, grandchildren).
6. Have you had experience working with children? What ages? What did you do? How would you describe your experiences?
7. How connected do you feel to youth culture today?

## FAMILY HISTORY

8. Where were you born and raised?
9. How would you describe your personality as a child and as a teen? What kinds of activities did you enjoy?
10. Who was in your family? What are the ages of your siblings? What was your relationship like with each of your siblings as a child? And today?
11. What was your relationship like with each of your parents as a child? And today?
12. Please describe your father's personality and your mother's personality.
13. Did both of your parents work while you were growing up? What did they do for a living?
14. Were there extended family members who were a part of your childhood?
15. How was affection displayed in your family? How was communication? How were you disciplined?
16. Were there any major changes or stresses (economic, illnesses, etc.) as you were growing up? Overall, how do you feel about your childhood?
17. Reflecting on your childhood and family history, is there anything in your experiences that would affect how you relate to your mentee?

## EDUCATIONAL HISTORY

18. What was the highest level of education you obtained? Describe your overall experience of school. What were your relationships with your peers and teachers like?
19. Were you involved in extracurricular activities? What kinds?
20. What kind of student were you? Did you have any problems in school?

21. What motivated you? Do you have any future educational plans that involve moving out of the area?
22. How will you balance your own educational experience with the educational experience of your mentee? Do you expect them to achieve as much as you achieved?

## JOB HISTORY

23. Where do you work? What is your current position? How long have you been there?
24. What are your relationships like with your supervisor and co-workers?
25. What has been satisfying/ frustrating about your current job? What are your career goals?
26. What was your first job ever? How old were you? What kind of experience was it?
27. Briefly highlight your jobs from your first job through today. Why did you change/leave jobs?

## MILITARY HISTORY

28. Do you have any military experience? Please describe your experience (length, nature of discharge, etc.)

## SOCIAL RELATIONSHIP HISTORY

29. What is your marital status?
30. If in a relationship, could you briefly describe this relationship (interaction, future plans, length of relationship)? What is the age and occupation of your spouse/significant other? How does your spouse/significant other feel about your involvement with this program? Will your spouse be involved?
    *Explain need for screening prior to leaving child in spouse's care, as well as the fact that this is a topic further covered during the volunteer training.*
31. Please briefly describe any previous significant relationships.
32. If divorced or separated, for how long? How long were you married? In general what precipitated the divorce/separation? How have you adjusted to the divorce/separation? What is your relationship with your ex-spouse currently like?

33. Do you have any children? What are their ages and gender? What is your relationship like with them? How do they feel about your involvement with the program?
34. What does friendship mean to you?
35. Describe your social circle. Who are your close friends (age, gender, length of friendship)?
36. What do you do with your friends? Do you participate in any clubs or activities?
37. What experiences do you have with other cultures? Do you speak any other languages?
38. How do you handle stress or crisis? Would you do anything different for stress or crisis in your personal life versus your career?
39. What would you do if you were matched with a mentee whose situation is very different from your own experience (i.e., knows/interacts only with own culture, divorced parents, grandparents as guardians, general dysfunction)?

## RELIGIOUS/SPIRITUAL HISTORY

40. Did you have a religious upbringing? Did you practice any religion today? Which one? How active are you?
41. Are there any values or principles that you live by? What are they?

## LIVING SITUATION

42. How long have you been living here? Where else have you lived? Do you have any plans to move?
43. Who else lives with you? What are their genders, ages, and occupations? Are they supportive of your involvement with this program? Will they be involved? *If they plan to be an active part of the mentoring relationship, describe the necessary process.*
44. Do you have any pets? What are their names?
45. Do you have any guns or other weapons in your home? How many and what kinds of weapons are in the home? Where are they kept?
46. Do you have any adult-only materials (such as alcohol, cigarettes, drugs, magazines, or movies) in your home? Where are they kept?
    *Use this opportunity to discuss pre-visit "house-check" for mentees.*

47. Are there any potential hazards (e.g., pools, Jacuzzis, balconies, special equipment) in your home or neighborhood? How will you protect your mentee?
48. Please describe your neighborhood. Do you feel safe here?
49. Some of our mentees live in neighborhoods that have high gang activity, drug commerce, or are generally lower-income. Do you have any concerns driving into a place like this?

## LEGAL HISTORY

50. Do you have any legal history (e.g., police involvement, infractions, altercations, etc.) ?
51. Do you have any traffic violations? Do you have any DUI's/DWI's?
52. Have you ever been the victim of a crime, abusive behavior, or any other such action? If yes, how did/do you cope with this experience?
53. How would you feel if you were matched with a mentee who had a legal history or had been victimized?

## DRUG/ALCOHOL HISTORY

54. Have you or do you have any history of drug or alcohol use or abuse? What are your views on tobacco, drug, and alcohol use?

## MEDICAL HISTORY

55. Have you ever been hospitalized for a serious illness? Do you have any health conditions? Are you taking any prescription or non-prescription medication?

## HOBBIES/INTERESTS

56. Please describe your hobbies and interests.
57. Have you thought about what you might want to do with your mentee?

## PREFERENCES

58. Geographic limits
59. Gender
60. Age
61. Ethnic
62. Religious

63. Is there any situation in which your mentee might be in that would make you uncomfortable (e.g., gang involvement, abusive environment, or suicide attempts)?

## CLOSURE

64. What are you hoping to get out of this experience? What do you hope your mentee gets out of this experience?
65. What qualifies you to become a mentor in this program?
66. Is there anything else that would be helpful for me to know?
67. Do you have any concerns or questions?

## REVIEW APPLICATION PROCESS

- Written application
- Interview
- Fingerprints (submitted and cleared)
- Driving record
- Proof of auto insurance
- Character references (included in written application)
- Training – NEXT TRAINING DATE:

*Explain that Selection Committee will review entire application packet before applicant is notified of acceptance or rejection. All reasons for decisions are confidential.*

Interviewer comments:

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