

Common Interview Questions

Problem-Solving

- What is the most creative work-related idea you have had?
- Describe a difficult problem you faced and solved.
- What approach to problem-solving works best for you?

Motivation

- What have you done on the job that shows initiative?
- What career objectives have you met?
- How do you measure success?

Working with Others

- What kind of people do you like to work with?
- Do you prefer to work alone or as part of a team?
- Describe your ideal boss and then your less than ideal boss?
- Tell me about a conflict you had with a fellow worker. How was it resolved?

Integrity

- How would you react if asked to do something unethical?
- If you saw a co-worker doing something dishonest, what would you do?
- What I call your previous employer, what comments will I get?

Ability to Learn on the Job

- Tell me about a time when you had to learn something new on the job.
- What created that situation?
- How did you learn it/what was the result?

Communication

- Tell me about a time when someone misunderstood something you said.
- How did you make yourself clear?

Commitment

- Tell me about a time when you had to finish a job even though everyone else had given up.
- How did you manage to finish the job?
- What approach did you use?

Work-Related

- This position requires that you_____. Tell me how you have accomplished this task in the past.
- Strong _____ is an essential part of this task. How would you approach this situation on the job?
- Ability to _____ is a daily requirement of the job. Tell me about a situation in the past that required you to use this skill.

Fund Development

- Describe your experience with various fundraising campaigns, including what you consider your most and least successful efforts.
- Based on your experience, what is the most important change our organization should make to improve their fundraising efforts?
- What role do you believe social media should play in fundraising?

General

- What are your greatest strengths? What are your greatest weaknesses and what do you do to address those issues?
- Why did you leave your last job?
- What should we hire you?
- Share with me how you spend your free time.
- How do you manage a stressful situation?