



BEHAVIORAL INTERVIEW GUIDE

Definitions:

Behavioral interview questions assess the actions and reactions in a specific setting or situation. Behavioral interview questions often included phrases such as "Tell me about a time when..." or "Give me an example of..." and often are related to the key competencies or skills required for the job.

Behavioral interviews help employers determine a candidate’s ability to problem solve, think critically, provide customer service, or communicate with others. A common structure used for answering this format of question is the STAR technique.

Situation: Describe the situation in relation to the question.

Task: Explain what the task or goal was.

Action: Detail the actions taken to address the situation.

Result: Summary of the outcome.

STANDARD QUESTION	BEHAVIORAL QUESTION
How do you feel about the importance of being a team player?	Describe a time when you contributed to a team’s performance. Describe a time when your participation impeded a team’s performance.
Do you have experience with multi-tasking and juggling multiple priorities?	Give a specific example of a situation that required you to juggle multiple priorities. How did you approach this challenge? What did you learn? What would you do differently next time?
Tell us about the RCIA program you directed at your former parish.	What was your greatest contribution to the RCIA program in your former parish? When you left what was one thing that you wished you would have done differently?
Discuss your problem-solving style.	Discuss a time you tried to solve a problem but were not successful.
How important is it to have a sense of humor in ministry?	When has your sense of humor helped you in ministry?