

CANDIDATE	INTERVIEWER	DATE	STAGE
-----------	-------------	------	-------

INTERVIEW QUESTIONS · BOARD MEMBER

1	What is your understanding of a Board Member's role?	1 2 3 4 5	
2	Can you describe your professional experience with non-profit organizations?	1 2 3 4 5	
3	How would you deal with a conflict of interest?	1 2 3 4 5	
4	What are your thoughts on fundraising?	1 2 3 4 5	
5	What are your thoughts on governance?	1 2 3 4 5	
6	What do you think is the most important role of a Board Member?	1 2 3 4 5	
7	How familiar are you with our company and our products/services?	1 2 3 4 5	
8	What do you think are the key areas of focus for our company in the next year or two?	1 2 3 4 5	
9	Are you able to commit to attending board meetings (typically 4 per year) and serve on committees as needed?	1 2 3 4 5	

OVERALL ASSESSMENT

CRITERIA	SCORE (1-5)	NOTES
Educational Background Appropriate qualifications or training for the position.	1 2 3 4 5	
Prior Work Experience Skills or qualifications acquired through past work.	1 2 3 4 5	
Qualifications / Experience The technical skills the position actually needs.	1 2 3 4 5	
Problem Solving Abilities Demonstrated critical problem-solving.	1 2 3 4 5	
Communication Team building and communication skills.	1 2 3 4 5	
Organizational Fit Would this hire steer the organization the right way?	1 2 3 4 5	
Directional Fit A step forward, or backward, in their career?	1 2 3 4 5	

RECOMMENDATION

☐ Advance ☐ Hold ☐ Decline

1 = well below the bar · 3 = meets it · 5 = clearly above it

AvaHR — hiring software for teams without a recruiter
Use the same scorecard for every candidate in this role.