

CANDIDATE	INTERVIEWER	DATE	STAGE
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INTERVIEW QUESTIONS · COMMUNITY OUTREACH COORDINATOR

1	What is your definition of community outreach?	1 2 3 4 5	
2	What are the main goals or objectives of your community outreach program?	1 2 3 4 5	
3	Describe your experience with organizing and implementing community outreach initiatives.	1 2 3 4 5	
4	What challenges or difficulties have you encountered while conducting community outreach?	1 2 3 4 5	
5	How do you measure the success of your community outreach efforts?	1 2 3 4 5	
6	What strategies do you use to build relationships with community partners?	1 2 3 4 5	
7	How have you used social media and other digital platforms to further your outreach initiatives?	1 2 3 4 5	
8	How do you keep up with changes in the field of community outreach?	1 2 3 4 5	
9	Describe a time when you had to develop an innovative solution to address an issue while working on a community outreach project.	1 2 3 4 5	
10	How would you promote an upcoming event or program within the community?	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	

CRITERIA

SCORE (1-5) NOTES

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.