

CANDIDATE	INTERVIEWER	DATE	STAGE
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INTERVIEW QUESTIONS · DEVELOPMENT DIRECTOR

1	What experience do you have in fundraising?	12345	
2	What motivates you to work on behalf of a nonprofit?	12345	
3	Tell me about a time when you had to manage a difficult situation.	12345	
4	Describe your experience working with donors and volunteers.	12345	
5	How would you go about building relationships with potential donors?	12345	
6	What do you think are the most important qualities for success in this role?	12345	
7	What is your experience with developing and managing budgets?	12345	
8	How would you go about raising money for our organization?	12345	
9	Tell me about a time when you overcame a difficult challenge.	12345	
10	What do you think are the strengths and weaknesses of our organization?	12345	

OVERALL ASSESSMENT

CRITERIA	SCORE (1-5)	NOTES
Educational Background Appropriate qualifications or training for the position.	12345	
Prior Work Experience Skills or qualifications acquired through past work.	12345	
Qualifications / Experience The technical skills the position actually needs.	12345	
Problem Solving Abilities Demonstrated critical problem-solving.	12345	
Communication Team building and communication skills.	12345	
Organizational Fit Would this hire steer the organization the right way?	12345	
Directional Fit A step forward, or backward, in their career?	12345	

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.