

CANDIDATE	INTERVIEWER	DATE	STAGE
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INTERVIEW QUESTIONS · MENTOR

1	How many years of experience do you have in the mentorship role?	1 2 3 4 5	
2	What are the biggest challenges you faced when mentoring others?	1 2 3 4 5	
3	What type of people do you feel most comfortable mentoring?	1 2 3 4 5	
4	What are some common mistakes that new mentors make?	1 2 3 4 5	
5	What do you feel makes your Mentorship style unique?	1 2 3 4 5	
6	What do you think are the benefits of having a mentor?	1 2 3 4 5	
7	Describe the duties of a Mentor.	1 2 3 4 5	
8	How can a mentor help a mentee grow professionally?	1 2 3 4 5	
9	How do you handle difficult situations with mentees?	1 2 3 4 5	
10	What makes a successful Mentor/Mentee relationship?	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.