

Create a list of interview questions.

After you develop a list of skills, put together a list of interview questions that will help you learn more about the candidate. Construct open-ended questions that invite candidates to share information and talk about their experiences. For example,

- What do you see as the main differences between teaching children and teaching adults?
- How do you handle multiple job assignments at the same time?
- What are some strategies you might use to help a struggling local program that was resistant to change?