



Activity: The Types of Interviews I Do

To determine the kinds of interviews you conduct most often on the job, indicate how often in the last six months you have conducted an interview session for the following situations:

| Situation | | | | |
|-----------|--------------------|---------------|------------------------|------------------|
| | Performance Review | Job Applicant | Disciplinary Situation | Other (Specific) |
| Frequency | | | | |

What special challenges are involved in each type of interviewing situation?



Facilitator's Notes:

Point out various interviewing situations.

What special challenges are involved in each type of interviewing situation?

- structure
- your need and how you fulfil your need