

Reading Specialist Interview Questions

1. Please share with me an example of how you helped coach or mentor someone. What improvements did you see in the person's knowledge or skills?

2. How do you maintain order among your students?

3. Provide an effective method you have used to teach socially acceptable behavior. Share an experience.

4. Describe an experience in which you identified the educational needs of your students and successfully developed a way to teach/train them.

5. Provide an example of a time when you successfully organized a diverse group of people to accomplish a task.

6. Share an experience you had in dealing with a difficult person and how you handled the situation.

7. Share an experience in which you successfully shared a difficult piece of information. (Make sure that the candidate has open lines of communication.)

8. Tell me how you organize, plan, and prioritize your work.

9. What are some long-range objectives that you developed in your last job? What did you do to achieve them?

10. Share an experience when you applied new technology or information in your job. How did it help your company?

11. Give me an example of when you thought outside of the box. How did it help your employer?

12. Tell me about an experience in which you analyzed information and evaluated results to choose the best solution to a problem.

13. Would you consider analyzing data or information a strength? How so?

14. In your experience, what is the key to ensuring your company was compliant with all laws, regulations and

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standards that were applicable to your area of responsibility?

15. Share an effective approach to working with a large amount of information/data. How has your approach affected your company?

16. Tell me about the last time you monitored or reviewed information and detected a problem. How did you respond?

17. Share an example of a time you had to gather information from multiple sources. How did you determine which information was relevant?

18. Provide an example when you were able to prevent a problem because you foresaw the reaction of another person.

19. What have you found to be the best way to monitor the performance of your work and/or the work of others? Share a time when you had to take corrective action.

20. Share an experience in which you used new training skills, ideas, or a method to adapt to a new situation or improve an ongoing one. (Look for the candidate's ability to learn.)

21. Please share an experience in which you presented to a group. What was the situation and how did it go?

22. Please share an experience in which you successfully taught a difficult principle or concept. How were you able to be successful?

23. Name a time when you identified strengths and weaknesses of alternative solutions to problems. What was the impact?

24. Provide an example of a time when you were able to demonstrate excellent listening skills. What was the situation and outcome?

25. Provide an experience in which your ability to actively find ways to help people improved your company or your own work ethic.

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26. How would you rate your writing skills? (Ask for an example that demonstrates great writing skills.)
27. Name a time when your patience was tested. How did you keep your emotions in check?
28. Describe a time when you successfully provided personal assistance to a coworker or patron.
29. How do you balance cooperation with others and independent thinking? Share an example. (Try to determine if the candidate has a cooperative attitude or is otherwise good-natured.)
30. Share an example of when you went above and beyond the "call of duty". (Look for answers that show the candidate is dependable.)
31. Provide an example when your ethics were tested.
32. Provide a time when you dealt calmly and effectively with a high-stress situation.
33. Provide an experience in which you were sensitive to someone's needs or feelings. How did your helpfulness affect your work environment?
34. Provide a time when you worked in a rapidly evolving workplace. How did you deal with the change? (Make sure the candidate is flexible.)
35. Provide an experience in which you effectively modified a general education curriculum for special-needs students. Describe the different instructional techniques you used.
36. Tell me about a strategy you developed and/or implemented which helped you to successfully meet the needs of students with a variety of handicapping conditions.
37. What is the state of your records and reports? What is one thing you would like to improve?
38. Share an experience in which your willingness to lead or offer an opinion helped your company.
39. Provide an example of when you were persistent in the face of obstacles.

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40. What is the most difficult aspect of evaluating your students' progress?

41. Provide an example when you have met with other teachers or professionals to discuss individual students' needs and progress.

42. Share an experience in which your attention to detail and thoroughness had an impact on your last company.

43. Share a time when you willingly took on additional responsibilities or challenges. How did you successfully meet all of the demands of these responsibilities? (Make sure the candidate is a self-starter and can demonstrate some initiative.)

44. Provide an experience when you needed to meet with a student's parents to resolve the student's behavioral or academic problems. What was the end result?

45. Share an experience in which personal connections to coworkers or others helped you to be successful in your work. (Make sure candidate works well with others.)

46. Share an effective method you have used to teach personal development skills.

47. Share an experience in which you conferring with a parent, administrator, or professional helped you to develop an effective plan to promote a student's educational, physical, or social development.

48. Share an example of when you've had to provide instruction on more than one subject.

49. Share an example of when you have counseled a student who had academic or adjustment problems. What about a student with special academic interests?

50. Please share a class activity that you are exceptionally proud of. What made it exceptional? (Look for preparation.)

51. Share an experience in which you successfully coordinated with others. How about a coordination effort that was not as successful?

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52. Share an experience in which your understanding of a current or upcoming problem helped your company to respond to the problem.

53. Share an example of when you established and accomplished a goal that was personally challenging. What helped you succeed?

54. How do you prepare your students for later grades? (Does the teacher encourage his or her students to explore learning opportunities and persevere with difficult tasks?)

55. Share a time when you've taught using methods other than a lecture. What was the outcome?

56. Provide an example of when you set expectations and monitored the performance of subordinates. What guidance and direction did you find most effective?

57. Provide a time when you had to tell a parent that their child was not progressing. Was there a time when the parent didn't take it well? How did you handle the situation?

58. Tell me how you go about creating your lesson plans. (Look to see that the candidate establishes clear objectives for all lessons.)

59. Tell me about a time when you developed your own way of doing things or were self-motivated to finish an important task.

60. Share an experience in which you successfully coordinated the placement of students with special needs into mainstream classes.

61. How do you go about evaluating your students' social development?

62. Share an experience in which your ability to consider the costs or benefits of a potential action helped you choose the most appropriate action.

63. Share an effective method you have used to ensure that teachers adhere to program requirements.

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64. Provide an effective method you have used to instruct students in daily living skills required for self-sufficiency. Share an experience.

65. Share an experience in which you successfully helped a parent in dealing with a student's impairments.

66. Describe an effective method you have used to prepare for assigned classes, including written preparation.

67. Describe an experience in which you successfully provided additional instruction in a vocational area.

68. Share an example of when you prepared an outline for a course. Did you need to pay close attention to school, district, or state requirements?

69. Name a time when your creativity or alternative thinking solved a problem in your workplace.

70. How have you used technology to aid your teaching?

71. Provide an experience in which you administered standardized tests which helped you effectively determine students' strengths and areas of need.

72. Provide a time when you were able to identify a complex problem, evaluate the options, and implement a solution. How did the solution benefit your employer?

73. Provide an experience in which you improved your professional competence.

74. What is the key to success when communicating with the public.

75. Share an effective method you have used to monitor students' use of equipment and materials to prevent injuries and damage.

76. Share an experience in which you collaborated with other teachers and/or administrators to effectively develop or improve a program.

77. Have you served on any committees? Tell me more.

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78. Provide an experience that demonstrates your ability to manage time effectively. What were the challenges and results?

79. Name a time when your advice to management led to an improvement in your company or otherwise helped your employer.

80. In your experience, what is the key to developing a good team? (Look for how they build mutual trust, respect, and cooperation.)

81. Share your experience providing interpretation and transcription of classroom materials through Braille and sign language.

82. Share an effective method you have used to help students with sensory impairments and/or to consult teachers regarding helping students.

83. Provide an experience in which you successfully performed administrative duties.

84. Describe a time when you successfully persuaded another person to change his/her way of thinking or behavior.

85. What factors do you consider when selecting classroom materials?

86. Describe an experience in which your ability to work well with others and reconcile differences helped your company or employer. (Make sure the candidate knows how to negotiate.)

87. Share a time when you planned a class project, field trip, visit by a guest speaker, or another experiential activity?

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91. What has been your involvement in student extracurricular activities?
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