

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

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

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

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

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

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

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

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

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

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

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

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

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14. Share an example of a student who needed extra help. How did you identify the student? What action did you take?

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

16. 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.)

17. How would you rate your writing skills? (Ask for an example that demonstrates great writing skills.)

18. 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?

19. Share an example of when you went above and beyond the "call of duty". (Look for answers that show the candidate is dependable.)

20. Provide a time when you worked in a rapidly evolving workplace. How did you deal with the change? (Make sure the candidate is flexible.)