

Sample Interview Questions: Facilitator Role

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1. Please tell us a little bit about yourself and your work experience.
2. Share an experience describing how you worked collaboratively with or led a multidisciplinary team.
 - a. In your experience, what is the key to developing a good team? (Look for how such a team builds mutual trust, respect, and cooperation.)
 - b. How do you facilitate an inclusive environment by bringing partners together, encouraging sharing of information and views, and creating a safe place to share?
 - c. Give an example of how you developed and maintain relationships on a team to help build trust and maintain confidentiality.
3. Share an experience you have had navigating difficult conversations within a group setting.
 - a. Provide an example of a time when you successfully organized a diverse group of people to accomplish a task.
 - b. Give an example of how you remained neutral to prevent bias and ensure that partners were on equal footing.
4. Describe a situation where you had to solve a problem. What did you do? What was the result? What might you have done differently?
5. Tell us how you organize, plan, and prioritize your work (e.g., necessary for organizing all the meeting materials).
 - a. Provide an experience that demonstrates your ability to manage time effectively. What were the challenges and results?
6. Other logistics for the position.
 - a. Have you had experience collecting data and completing grant reports?
 - b. Do you have any knowledge of substance use disorder and the importance of non-stigmatizing language? Or if not, are you willing to learn? How would you orient yourself?
 - c. Have you had experience setting up and facilitating virtual meetings?
7. Why are you excited about this position? Are you passionate about the OFR purpose, to prevent overdose deaths?
8. Do you have any questions for us?