
 NEW NORCIA SERVICES	Procedure	
	Interview Questions	
Document: Procedure - 10.12	Rev. 2	Effective June 2023

10.00 Safeguarding Policy

10.12 Interview Questions

- Tell us about your previous experience with working with children and adults at risk
- What have you found to be challenging? And rewarding?
- What is it about this role that appeals to you?
- What particular skills, experience or qualification do you have to bring to this role?
- Have you had any previous specific training that has assisted you in working with children and adults at risk? And was there anything you learnt that informed or changed the way you approached working with children and adults at risk?
- Can you give us an example of strategies you have used in the past when engaging with children and adults at risk?
- What elements do you consider contribute to a safe and caring environment for children and adults at risk?
- What do you consider are professional boundaries in the context of this role and can you give examples of how you would maintain these boundaries
- Have you had any experience working with children and families from culturally backgrounds. Can you talk about how you have been able to build trust and cultural understanding
- Can you tell us about a time at work when you were under extreme pressure and remained calm, compassionate and focussed
- Have you ever faced an ethical dilemma at work? If so can you explain the issue and what you did about it
- What action would you take if a child or adult at risk disclosed to you they felt unsafe
- Have you ever had to mediate in a child to child bullying incident and if so what did you do?
- Have you ever been investigated for a workplace misconduct incident related to work with children or adults at risk?

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- Have you ever been charged or convicted of a child related offence?
- Are there any aspects of this role or the broader organisation that you don't understand or would like clarification about?
- Refer to *10.14 Risk Management Plan 2023 Appendix A: Sample Interview Questions* for additional reference questions.

Value Based Interviewing

Values based interviewing should be used to carefully assess the suitability of applicants when new staff or volunteers who will be working with children and adults at risk are being recruited.

Important areas to assess include:

- Motivation to work with children and adults at risk (personal & professional)
- Understanding of professional boundaries
- Understanding of the physical and emotional needs of children and adults at risk
- Attitudes to the rights of children and adults at risk and how they can be upheld
- Values (honesty, integrity, reliability, fairness and non discrimination)
- Attitudes towards working with children and adults at risk

Things to note for consideration

- Gaps in dates (employment & residence)
- Incorrect, conflicting, omitted or incomplete information
- Unstable work history
- Frequent changes in employment
- Vague reasons for leaving roles/employment
- Over educated or moving to a lesser paid job
- Defensive/angry responses
- Evasive responses
- Patterns of gaining access to particular children or adults at risk
- Patterns of themes of problems with authority