

**Candidate Expectation:** Candidates will produce evidence of proficiency in demonstrating the ability to work in a team pursuing a common goal by easily transitioning between a leader and follower role, seeking to be a positive influence on group, being aware of personality styles, and successfully managing team dynamics.

INDICATORS	1 = STRONG EVIDENCE SKILL IS NOT PRESENT	3 = MODERATE EVIDENCE SKILL IS PRESENT	5 = VERY STRONG EVIDENCE SKILL IS PRESENT
<b>A. LEADER ROLES</b>	<p><i>Has difficulty being a leader.</i></p> <ul style="list-style-type: none"> <li>As a leader, is sometimes controlling, or, on the other end, has difficulty controlling the group.</li> </ul>	<p><i>Is mostly an effective leader.</i></p> <ul style="list-style-type: none"> <li>As a leader, is mostly a good listener but sometimes talks too much. Sometimes loses control.</li> </ul>	<p><i>Is an extremely effective leader.</i></p> <ul style="list-style-type: none"> <li>As a leader, is an active listener, and considers all members' views. Also manages and organizes group effectively.</li> </ul>
<b>B. FOLLOWER ROLES</b>	<p><i>Has difficulty being a follower.</i></p> <ul style="list-style-type: none"> <li>As a follower, does not perform some duties of the assigned team role, and relies on others to do the work.</li> </ul>	<p><i>Is mostly a helpful follower.</i></p> <ul style="list-style-type: none"> <li>As a follower, completes most of his/her tasks, sometimes has to be reminded.</li> </ul>	<p><i>Is an extremely helpful and hard-working follower.</i></p> <ul style="list-style-type: none"> <li>As a follower, performs all assigned work, which is relevant and important to the goal.</li> </ul>
<b>C. INFLUENCE ON GROUP</b>	<p><i>Appears to have a less than positive influence on the whole group.</i></p> <ul style="list-style-type: none"> <li>Sometimes has negative communication with group.</li> <li>Seldom encourages or supports the ideas of others, gets upset if own ideas are not used.</li> </ul>	<p><i>Has a positive influence on most of the group, but occasionally argumentative.</i></p> <ul style="list-style-type: none"> <li>Usually has positive communication with group, but sometimes interrupts or is negative.</li> <li>Usually encourages other's opinions, but sometimes focuses on own ideas.</li> </ul>	<p><i>Consistently has a positive and influential role in the group.</i></p> <ul style="list-style-type: none"> <li>Has positive contact with the entire group, speaks persuasively when appropriate, and never argues.</li> <li>Interacts with, encourages, and supports the ideas with all the members of the group.</li> </ul>
<b>D. AWARENESS OF PERSONALITY STYLES OF OTHERS</b>	<p><i>Shows little tolerance for differing personalities and behaviors.</i></p> <ul style="list-style-type: none"> <li>Language used may be expressed as not understanding others' differences in personality and learning styles.</li> </ul>	<p><i>Is, for the most part, respectful of others' differences in personality and behavior.</i></p> <ul style="list-style-type: none"> <li>For the most part, language conveys an understanding of others' differences in learning and personality.</li> </ul>	<p><i>Totally conscious and respectful of differing attitudes, personalities, and behaviors.</i></p> <ul style="list-style-type: none"> <li>Language is free of bias, and completely shows an understanding and respect for others' differences in learning and personality.</li> </ul>
<b>E. MANAGING TEAM DYNAMICS</b>	<p><i>Has difficulty handling team dynamics, and has little professionalism during activity.</i></p> <ul style="list-style-type: none"> <li>In team conflicts, is either the cause of the conflict, or does little to resolve the problem at hand.</li> <li>Has some difficulty accepting others' criticism, opinions, or ideas for improvement.</li> </ul>	<p><i>Usually helps manage team dynamics, and mostly possesses professionalism.</i></p> <ul style="list-style-type: none"> <li>In team conflicts, for the most part, helps resolve the issues, sometimes either is controlling or doesn't want to get involved.</li> <li>Mostly accepts others' criticisms, opinions, or ideas for improvement, but sometimes expresses defensiveness.</li> </ul>	<p><i>Is completely committed to handling team dynamics and is mature and professional.</i></p> <ul style="list-style-type: none"> <li>In team conflicts, uses problem-solving and decision-making methods and skills to produce a positive compromise.</li> <li>Values the criticism, opinions, or ideas for improvement from the other members of the group, and makes appropriate decisions based on these ideas.</li> </ul>

**Reflective Questions for the Interviewer to Consider when Evaluating:**

- 1) Is this candidate able to easily transition between being a leader and a follower when appropriate?
- 2) Does this candidate consistently have a positive influence on the group?
- 3) Does this individual demonstrate a total consciousness of differing attitudes, personalities, and behaviors?
- 4) Is this person respectful of others at all times?
- 5) Does this person handle both positive and negative group dynamics when needed?

**Reflective Questions for the Interviewee to Consider when Preparing:**

- 1) As a leader, how would you get persons to work together when establishing a team approach to problem resolution?
- 2) Give an example of a time when you served in the follower role under another leader's guidance.
- 3) What is the most significant decision you have made in your life?
- 4) What process do you usually use to make difficult decisions?
- 5) How do you personally transition from being a leader to a follower in different situations?
- 6) Can you give an example of how you helped to reach a positive compromise in a confrontational situation between two friends?



**Candidate Expectation:** Candidates will produce evidence of proficiency in demonstrating the acceptance of differing viewpoints during group or individual interactions by fostering a safe and open environment, valuing diversity of opinion, and showing respect and empathy toward others.

INDICATORS	1 = STRONG EVIDENCE SKILL IS NOT PRESENT	3 = MODERATE EVIDENCE SKILL IS PRESENT	5 = VERY STRONG EVIDENCE SKILL IS PRESENT
<b>A. FOSTERING AN ENVIRONMENT</b>	<p><i>Does little to help foster a safe and open environment.</i></p> <ul style="list-style-type: none"> <li>Occasionally listens to, shares with and supports the efforts of others.</li> <li>Does little to help control the group's dynamics (i.e., conflict resolution, helping team come to an agreement).</li> </ul>	<p><i>Fosters an environment that is mostly safe and open.</i></p> <ul style="list-style-type: none"> <li>Usually listens to, shares with and supports the efforts of others.</li> <li>Does fair amount to help control the group's dynamics (i.e., conflict resolution, helping team come to an agreement).</li> </ul>	<p><i>Genuinely fosters a very safe and open environment.</i></p> <ul style="list-style-type: none"> <li>Always listens to, shares with, and supports the efforts of others.</li> <li>Continually helps to control the group's dynamics (i.e., conflict resolution, helping team come to an agreement).</li> </ul>
<b>B. DIVERSITY OF OPINION</b>	<p><i>Is not very accepting of other's diverse opinion.</i></p> <ul style="list-style-type: none"> <li>Occasionally is critical or dismissing of the ideas of others in the group that he/she seems to not agree with.</li> <li>Doesn't seem to value or understand the different ideas brought to the table from others.</li> </ul>	<p><i>Is usually accepting of other's diverse opinions.</i></p> <ul style="list-style-type: none"> <li>Rarely is critical or dismissing of ideas of others with differing opinions.</li> <li>Usually seems to value the different ideas brought to the table from others.</li> </ul>	<p><i>Is always accepting of other's diverse opinions.</i></p> <ul style="list-style-type: none"> <li>Never is critical of any ideas, always seeks to understand the opinions of others.</li> <li>Seems to always value the different ideas brought to the table from others.</li> </ul>
<b>C. RESPECT AND EMPATHY TOWARD OTHERS</b>	<p><i>Sometimes does not show respect or empathy towards others in the group.</i></p> <ul style="list-style-type: none"> <li>Seems tolerant of others, but occasionally speaks negatively or in a tone that is less than desirable.</li> </ul>	<p><i>Usually (with possibly one exception) shows respect or empathy towards others in the group.</i></p> <ul style="list-style-type: none"> <li>Is respectful of the others in the group in tone and speech, even if disagreeing.</li> </ul>	<p><i>Always shows the utmost respect and empathy towards others in the group.</i></p> <ul style="list-style-type: none"> <li>Never puts down or says anything inappropriate to others in the group, seems to get along with everyone in the group.</li> </ul>

**Reflective Questions for the Interviewer to Consider when Evaluating:**

- 1) When observing this candidate in the various activities, what positive characteristic related to group dynamics seems to stand out the most?
- 2) Does this candidate possess the characteristics needed to indicate an acceptance of diverse opinions?
- 3) Is this candidate always respectful and empathetic towards others?

**Reflective Questions for the Interviewee to Consider when Preparing:**

- 1) In the past, how have you handled conflicting opinions of two persons serving on the same team?
- 2) How would you deal with a very aggressive, overly negative participant?
- 3) What process do you use to bring out thoughts from others?
- 4) Can you give an example when you overheard someone being less than accepting of a differing opinion?
- 5) How do you think it makes the other person feel when someone says something inappropriate to him or her?
- 6) What does the term empathy mean?



**Candidate Expectation:** Candidates will produce evidence of proficiency in demonstrating the ability to put team before self by empowering others, displaying a spirit of humility, sharing success with team members, and assuming responsibility for undesirable outcomes.

INDICATORS	1 = STRONG EVIDENCE SKILL IS NOT PRESENT	3 = MODERATE EVIDENCE SKILL IS PRESENT	5 = VERY STRONG EVIDENCE SKILL IS PRESENT
<b>A. EMPOWERING OTHERS</b>	<p><i>Has difficulty empowering others.</i></p> <ul style="list-style-type: none"> <li>Shows difficulty in delegating decision-making.</li> <li>Focuses too much on own ideas and tasks, rarely helps others accomplish their tasks.</li> </ul>	<p><i>Usually has no problem empowering others.</i></p> <ul style="list-style-type: none"> <li>Occasionally has difficulty delegating decision-making.</li> <li>Most often helps others with their ideas and tasks, sometimes leaves others behind.</li> </ul>	<p><i>Always empowers others.</i></p> <ul style="list-style-type: none"> <li>Delegates decision-making appropriately.</li> <li>Excellent balance between own accomplishments and helping others achieve their own tasks.</li> </ul>
<b>B. SPIRIT OF HUMILITY</b>	<p><i>Takes credit for a lot of the teamwork, is not modest about his/her contribution.</i></p> <ul style="list-style-type: none"> <li>Focuses often on self before others.</li> <li>Quick to take credit for ideas of group.</li> </ul>	<p><i>Is mostly modest, sometimes gives credit to him/her self over other team members.</i></p> <ul style="list-style-type: none"> <li>Frequently remembers to focus on others before self.</li> <li>Mostly lets others or the whole group take credit for the ideas of the group.</li> </ul>	<p><i>Is modest about own achievements- gives credit to entire team when appropriate.</i></p> <ul style="list-style-type: none"> <li>Always focuses appropriate amount of attention on others before self.</li> <li>Gives credit to the entire team for good ideas.</li> </ul>
<b>C. SHARING SUCCESS WITH TEAM</b>	<p><i>Has some difficulty sharing success with team.</i></p> <ul style="list-style-type: none"> <li>Sometimes brags about own successes.</li> <li>Infrequently shares with or celebrates success with others.</li> </ul>	<p><i>Usually shares successes with team.</i></p> <ul style="list-style-type: none"> <li>Rarely brags about own successes.</li> <li>Frequently remembers to share and celebrate success with others.</li> </ul>	<p><i>Shares and celebrates the successes of the team and of others appropriately.</i></p> <ul style="list-style-type: none"> <li>Never brags about self.</li> <li>Always shares and celebrates the entire team.</li> </ul>
<b>D. ASSUMING RESPONSIBILITY FOR UNDESIRABLE OUTCOMES</b>	<p><i>Takes little responsibility for undesirable outcomes.</i></p> <ul style="list-style-type: none"> <li>Usually blames results on others' lack of performance.</li> <li>Is the last to take responsibility for undesirable outcomes.</li> </ul>	<p><i>Sometimes does not take responsibility for undesirable outcomes.</i></p> <ul style="list-style-type: none"> <li>Rarely blames results on others' performance.</li> <li>Takes credit for their part in the responsibility for undesirable outcomes, but never the first to take the blame.</li> </ul>	<p><i>Takes full responsibility for undesirable outcomes.</i></p> <ul style="list-style-type: none"> <li>Never blames results on the performance of others.</li> <li>Is the first to take appropriate responsibility for their contribution to the undesirable outcome of the group.</li> </ul>

**Reflective Questions for the Interviewer to Consider when Evaluating:**

- 1) Does this candidate empower others through the delegation of decision-making?
- 2) Is this individual appropriately modest about own achievements?
- 3) Does this candidate seem to understand the need to share and celebrate with others?
- 4) Is this person willing to take the responsibility for undesirable outcomes?

**Reflective Questions for the Interviewee to Consider when Preparing:**

- 1) As a leader, how do you empower others?
- 2) Could you give an example of a time when you were able to recognize a whole team for their group efforts?
- 3) What bothers you the most when listening to someone brag about themselves?
- 4) Could you give an example of a person in a leadership role who puts blame on others for errors he or she had caused?

