

**Candidate Expectation:** Candidates will produce evidence of proficiency in displaying reliability, integrity, and trust among others by doing the right thing, even when it causes discomfort, taking responsibility for his/her actions, doing what he/she commits to and more.

INDICATORS	1=STRONG EVIDENCE SKILL IS NOT PRESENT	3= MODERATE EVIDENCE SKILL IS PRESENT	5= VERY STRONG EVIDENCE SKILL IS PRESENT
<b>A. DOING THE RIGHT THING (EVEN IF DISCOMFORT)</b>	<p><i>Usually does the right thing, sometimes swayed when there is discomfort.</i></p> <ul style="list-style-type: none"> <li>Shows a tendency to become defensive and distrustful in certain situations.</li> <li>Looks for the easy way out of situations.</li> </ul>	<p><i>Usually does the right thing, even when there is discomfort.</i></p> <ul style="list-style-type: none"> <li>Normally does the right thing, and in a tough situation, keeps defensive and distrustful actions to a minimum.</li> <li>Sometimes looks for the easy way out of situations.</li> </ul>	<p><i>Always does the right thing, integrity and character shine during uncomfortable moments.</i></p> <ul style="list-style-type: none"> <li>Proves to have high integrity, and does not use defensive or distrustful actions in any situation.</li> <li>Very seldom ever takes the easy road to solving a situation.</li> </ul>
<b>B. RESPONSIBILITY FOR ACTIONS</b>	<p><i>Has difficulty taking responsibility for his/her actions, makes excuses for his/her actions.</i></p> <ul style="list-style-type: none"> <li>When confronted with actions, makes excuses and passes blame.</li> </ul>	<p><i>Mostly takes responsibility for his/her actions, occasionally uses excuses.</i></p> <ul style="list-style-type: none"> <li>When confronted with actions, mostly takes the blame, uses a few excuses.</li> </ul>	<p><i>Takes full responsibility for his/her actions.</i></p> <ul style="list-style-type: none"> <li>When confronted with actions, uses no excuses, and takes full responsibility.</li> </ul>
<b>C. COMMITMENT</b>	<p><i>Has difficulty finishing what he/he commits to.</i></p> <ul style="list-style-type: none"> <li>Seems to have a tendency to over-promise and under-deliver.</li> </ul>	<p><i>Usually does what he/she commits to.</i></p> <ul style="list-style-type: none"> <li>Seems to be able to finish most of what he/she promises, but sometimes does not fulfill duties.</li> </ul>	<p><i>Always finishes what he/she starts and commits to.</i></p> <ul style="list-style-type: none"> <li>Takes on reasonable tasks, completing them in time allotted, and finishes projects with exemplary results.</li> </ul>

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

- 1) Does this candidate demonstrate high reliability, integrity, and trust?
- 2) Does this individual take responsibility for actions?
- 3) Has this person always honored his or her commitments?

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

- 1) When selecting a friend, in your opinion, what would be the most important character traits for the person to possess?
- 2) Could you give an example of when a friend of yours did not take the needed responsibility for his or her actions?
- 3) How do you establish trust with an individual?
- 4) In your own words, how would you describe integrity?
- 5) Why is being reliable important?



**Candidate Expectation:** Candidates will produce evidence of proficiency in displaying adaptable and flexible characteristics by reacting well to changes, and adjusting to new situations confidently.

INDICATORS	1=STRONG EVIDENCE SKILL IS NOT PRESENT	3= MODERATE EVIDENCE SKILL IS PRESENT	5= VERY STRONG EVIDENCE SKILL IS PRESENT
A. REACTING TO CHANGES	<p><i>Has difficulty reacting well to changes.</i></p> <ul style="list-style-type: none"> <li>Seems stressed by change.</li> </ul>	<p><i>Typically reacts well to changes.</i></p> <ul style="list-style-type: none"> <li>Seems able to transition to change most of the time, occasionally seems to be stressed.</li> </ul>	<p><i>Has ability to react and transition effortlessly to change.</i></p> <ul style="list-style-type: none"> <li>Able to transition with change; thinks quickly on his/her feet; shows no sign of stress.</li> </ul>
B. ADJUSTING TO NEW SITUATIONS	<p><i>Adjusts to new situations, but lacks confidence.</i></p> <ul style="list-style-type: none"> <li>Seems awkward and unsure in new situations.</li> </ul>	<p><i>Adjusts to new situations with some confidence.</i></p> <ul style="list-style-type: none"> <li>Seems confident in new situations, and not bothered by experiencing new things.</li> </ul>	<p><i>Adjusts to new situations with full confidence.</i></p> <ul style="list-style-type: none"> <li>Seems to be confident in new situations and able to effortlessly make transitions.</li> </ul>

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

- 1) Does this candidate react and transition effortlessly with change?
- 2) Does a new situation seem to impact this candidate?

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

- 1) Can you give an example of a friend who does not react well to change?
- 2) How do you adjust to new situations?
- 3) Why do you think it is important for a National Officer to be able to react well to change?



**Candidate Expectation:** Candidates will produce evidence of proficiency in displaying a positive attitude by being approachable and engaging in conversation, demonstrating an optimistic attitude, and having an enjoyable presence about them.

INDICATORS	1=STRONG EVIDENCE SKILL IS NOT PRESENT	3= MODERATE EVIDENCE SKILL IS PRESENT	5= VERY STRONG EVIDENCE SKILL IS PRESENT
<b>A. BEING APPROACHABLE AND ENGAGING IN CONVERSATION</b>	<p><i>Has difficulty with always being approachable and engaging in conversation.</i></p> <ul style="list-style-type: none"> <li>Is attentive and understanding, occasionally makes an inappropriate comment or interrupts.</li> <li>Sometimes does not show a genuine interest in others, puts others off based on demeanor</li> <li>Conversations are very frequently self-centered</li> </ul>	<p><i>Is mostly approachable and engaging in conversation.</i></p> <ul style="list-style-type: none"> <li>Is attentive and responds intelligently, very rarely interrupts (does so with apology or permission).</li> <li>Shows a genuine interest in others, most often works to draw others into conversation based on demeanor</li> <li>Reaches to hear what others are saying, but sometimes practices self-centeredness in discussions</li> </ul>	<p><i>Is always approachable and engaging in conversation.</i></p> <ul style="list-style-type: none"> <li>Is attentive to what others say, never interrupts, and follows through with intelligent responses or questions.</li> <li>Consistently shows a genuine interest in others, displaying a demeanor that others seek out to converse with</li> <li>Always reaches to listen to others, displaying a humble and approachable stance</li> </ul>
<b>B. OPTIMISTIC ATTITUDE</b>	<p><i>Doesn't always demonstrate an optimistic attitude.</i></p> <ul style="list-style-type: none"> <li>Attitude is only 50% or less positive, sometimes sounding negative.</li> </ul>	<p><i>Mostly demonstrates an optimistic attitude.</i></p> <ul style="list-style-type: none"> <li>Is mostly (60-80%) positive, occasionally sounding negative.</li> </ul>	<p><i>Always demonstrates an optimistic attitude.</i></p> <ul style="list-style-type: none"> <li>Is always (95-100%) positive- even if situation is negative.</li> </ul>
<b>C. ENJOYABLE PRESENCE</b>	<p><i>Doesn't always have an enjoyable presence about them.</i></p> <ul style="list-style-type: none"> <li>Has a pleasant manner 50% or less of the time.</li> <li>Others don't always enjoy being around him/her.</li> </ul>	<p><i>Mostly has an enjoyable presence about them.</i></p> <ul style="list-style-type: none"> <li>Has a pleasant manner 60-80% of the time.</li> <li>Others seem to enjoy being around him/her.</li> </ul>	<p><i>Always has an enjoyable presence about them.</i></p> <ul style="list-style-type: none"> <li>Has a pleasant manner 95-100% of the time.</li> <li>Consistently attracts others, people enjoy being around him/her.</li> </ul>

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

- 1) Is this candidate always approachable and engaging in conversations?
- 2) Would this person be considered an optimist?
- 3) Is this candidate always pleasant, even in stressful situations?

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

- 1) Would you consider yourself an optimist or a pessimist?
- 2) Can you give an example of how you took a negative situation and made it into a positive?
- 3) How do you show to others you are genuinely interested in what they are saying?



**Candidate Expectation:** Candidates will produce evidence of proficiency in displaying sincerity and compassion toward others by being sensitive to the genuine welfare of others, communicating true self with tact (passion or vulnerabilities).

INDICATORS	1 = STRONG EVIDENCE SKILL IS NOT PRESENT	3 = MODERATE EVIDENCE SKILL IS PRESENT	5 = VERY STRONG EVIDENCE SKILL IS PRESENT
<b>A. IS SENSITIVE TO THE GENUINE WELFARE OF OTHERS</b>	<p><i>Lacks concern for the welfare of others.</i></p> <ul style="list-style-type: none"> <li>Shows compassion to some of the people around them, seems hesitant to show to all.</li> <li>Has difficulty seeing others' problems before own.</li> </ul>	<p><i>Is sensitive to the genuine welfare of others.</i></p> <ul style="list-style-type: none"> <li>Shows compassion to all around them.</li> <li>Puts others problems before his/her own, occasionally doesn't show appropriate amount of empathy.</li> </ul>	<p><i>Is completely committed to improving the genuine welfare of others.</i></p> <ul style="list-style-type: none"> <li>Shows compassion to all those around him/her with sincerity, true desire to make the world a better place.</li> <li>Others' problems come before his/her own, shows true empathy for everyone around.</li> </ul>
<b>B. COMMUNICATES TRUE SELF WITH TACT (PASSION OR VULNERABILITIES)</b>	<p><i>Has difficulty communicating him/her true self with tact.</i></p> <ul style="list-style-type: none"> <li>Doesn't make known what makes him/her passionate or excited about the future.</li> <li>Doesn't want to share vulnerabilities or weaknesses.</li> </ul>	<p><i>Does a good job communicating his/her true self with tact.</i></p> <ul style="list-style-type: none"> <li>When talking about passions or desires for future, occasionally seems unable to communicate true feelings.</li> <li>Is able to share vulnerabilities or weaknesses, but sometimes seems hesitant.</li> </ul>	<p><i>Successfully and effectively communicates his/her true self with tact.</i></p> <ul style="list-style-type: none"> <li>Communicates with enthusiasm his/her passions and desires for the future.</li> <li>Fully communicates vulnerabilities or weaknesses with no hesitation and with a plan to overcome.</li> </ul>

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

- 1) Does this person seem to be completely committed to improving the welfare of others?
- 2) Is this person tactful and effective in their communication?
- 3) Does this person seem to be sincere?

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

- 1) What does the word compassion mean to you?
- 2) How do you show empathy towards others?
- 3) Can you give an example of a time when you needed to make sure you used tact when addressing a problem?



**Candidate Expectation:** Candidates will produce evidence of proficiency in displaying maturity by demonstrating an appropriate demeanor for the situation, using mature language and mannerisms.

INDICATORS	1 = STRONG EVIDENCE SKILL IS NOT PRESENT	3 = MODERATE EVIDENCE SKILL IS PRESENT	5 = VERY STRONG EVIDENCE SKILL IS PRESENT
<b>A. DEMONSTRATES APPROPRIATE DEemeanOR FOR THE SITUATION</b>	<p><i>Has some trouble with demonstrating an appropriate demeanor for the situation.</i></p> <ul style="list-style-type: none"> <li>Lacks ability to adjust behavior to different levels of audiences and situations.</li> </ul>	<p><i>Mostly demonstrates an appropriate demeanor for the situation.</i></p> <ul style="list-style-type: none"> <li>Mostly is able to adjust behavior to an appropriate level for the involved audience and the occurring situation.</li> </ul>	<p><i>Always demonstrates an appropriate demeanor for the situation.</i></p> <ul style="list-style-type: none"> <li>Always is able to adjust behavior to an appropriate level for the involved audience and the occurring situation.</li> </ul>
<b>B. USES MATURE LANGUAGE AND MANNERISMS</b>	<p><i>Usually uses mature language and mannerisms.</i></p> <ul style="list-style-type: none"> <li>Frequently uses immature verbal and/or nonverbal communication.</li> </ul>	<p><i>Almost always uses mature language and mannerisms.</i></p> <ul style="list-style-type: none"> <li>Rarely uses immature verbal and/or nonverbal communication.</li> </ul>	<p><i>Always uses mature language and mannerisms.</i></p> <ul style="list-style-type: none"> <li>Never uses immature verbal and/or nonverbal communication.</li> </ul>

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

- 1) Is this candidate able to adjust behavior and demeanor based on the audience?
- 2) Is the language from this candidate always that desired of a FFA National Officer?

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

- 1) Could you explain a time when a friend of yours was less than mature?
- 2) Why is it important for a person to adjust their behavior for various audiences?
- 3) How do you handle a person who uses inappropriate or foul language with you?



**Candidate Expectation:** Candidates will produce evidence of proficiency in displaying coachable, life-long learning tendencies by seeking constructive feedback and using it in a proactive manner.

INDICATORS	1=STRONG EVIDENCE SKILL IS NOT PRESENT	3= MODERATE EVIDENCE SKILL IS PRESENT	5= VERY STRONG EVIDENCE SKILL IS PRESENT
<b>A. COACHABLE</b>	<p><i>Seeks few opportunities to grow and learn.</i></p> <ul style="list-style-type: none"> <li>Does not actively seek out mentors or coaches for help and guidance.</li> </ul>	<p><i>Usually is good about seeking advice from others, is willing to grow and learn.</i></p> <ul style="list-style-type: none"> <li>Seeks out mentors or coaches for help and guidance.</li> </ul>	<p><i>Is excellent at seeking out advice and suggestions from others, very interested in growing and learning.</i></p> <ul style="list-style-type: none"> <li>Actively and consistently seeks out mentors or coaches to ensure growing and learning is aligned with FFA expectations.</li> </ul>
<b>B. SEEKS CONSTRUCTIVE FEEDBACK AND USES IT IN A PROACTIVE MANNER</b>	<p><i>Has difficulty accepting constructive feedback and using in a proactive manner, seems defensive.</i></p> <ul style="list-style-type: none"> <li>When given feedback, either argues or needs to explain why he/she is right.</li> </ul>	<p><i>Usually is good at seeking, accepting, and using constructive feedback in a proactive manner, is not defensive.</i></p> <ul style="list-style-type: none"> <li>Accepts feedback, occasionally does not apply in a proactive way.</li> </ul>	<p><i>Is extremely thankful, understanding, and respectful when given constructive feedback and always uses it in a proactive manner.</i></p> <ul style="list-style-type: none"> <li>When given feedback, seeks to understand and seems to not be threatened or upset by the comments.</li> </ul>

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

- 1) Does this person seek out the advice of others?
- 2) Is this person interested in growing through constructive feedback?

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

- 1) Can you give an example of a time when you asked another person's advice on an issue?
- 2) How does it make you feel when another person offers you some constructive feedback on your work?



**Candidate Expectation:** Candidates will produce evidence of proficiency in displaying strong work ethic by demonstrating a sense of ownership and a strong desire/drive for completion on all projects regardless of the circumstances.

INDICATORS	1=STRONG EVIDENCE SKILL IS NOT PRESENT	3= MODERATE EVIDENCE SKILL IS PRESENT	5= VERY STRONG EVIDENCE SKILL IS PRESENT
<b>A.</b> DEMONSTRATES A SENSE OF OWNERSHIP	<p><i>Has difficulty demonstrating a sense of ownership.</i></p> <ul style="list-style-type: none"> <li>Sometimes allows others to do his/her work, doesn't show much desire to make a project his/her own.</li> </ul>	<p><i>Usually demonstrates a sense of ownership.</i></p> <ul style="list-style-type: none"> <li>Takes ownership for work, occasionally makes excuses and doesn't display ownership of his/her work.</li> </ul>	<p><i>Always demonstrates a strong sense of ownership.</i></p> <ul style="list-style-type: none"> <li>Takes fully responsibility and a strong sense of ownership for all work completed.</li> </ul>
<b>B.</b> DEMONSTRATES A STRONG DESIRE/DRIVE FOR COMPLETION ON ALL PROJECTS REGARDLESS OF CIRCUMSTANCE	<p><i>Doesn't show a strong desire/drive for completion on all projects, disregards circumstances.</i></p> <ul style="list-style-type: none"> <li>Is easily distracted, doesn't really show much determination or focus to put in extra work to complete a project, and lets others take the extra work.</li> </ul>	<p><i>Mostly shows a strong desire/drive for completion on all projects regardless of the circumstances.</i></p> <ul style="list-style-type: none"> <li>Usually stays on focus with a project, seems very determined to complete a project, but occasionally seems less than willing to put in extra work to complete.</li> </ul>	<p><i>Has a very strong desire/drive for completion on all projects regardless of the circumstances.</i></p> <ul style="list-style-type: none"> <li>Always stays focused on the completion of a project, is the first to take extra work, and will do whatever it takes to get the job done.</li> </ul>

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

- Does this candidate demonstrate a strong sense of ownership for work completed?
- Is this candidate focused on project completion, doing whatever it takes to get the project done?

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

- How did you learn how to take responsibility for your actions?
- On a scale of 1 to 5 with 1 being not focused at all and 5 being very focused, how would you rate yourself as far as project completion and why?

