

POSSIBLE INTERVIEW QUESTIONS

General questions

- Why should we appoint you?
- Tell us more about your career, your strengths and weaknesses and what prompted your interest in a teaching career?
- How do your strengths and weaknesses influence your work?
- Do you believe you could be an asset to the school? In what way? How do you think you can add value to the school?
- What qualities and skills do you list as being essential in order to be a successful teacher/HOD/Deputy Principal/Principal?
- What are your thoughts on teamwork and delegating?
- Which management style do you feel is best suited to education and how would you apply this management style?
- How would you use your management style to create a collaborative work environment?
- What is your conflict management style?
- If you receive suggestions from staff, how will you handle the realistic and also the unachievable suggestions? Give an example.
- How would you promote a new discipline system at school with great reluctance from teachers?
- How would you encourage community involvement in the school?
- How would you go about marketing the school?
- What is your greatest contribution towards your current school regarding tasks and projects? Give examples.
- How knowledgeable would you say you are in general educational affairs and what possible developments do you foresee in education over the next few years? How can this school equip itself for those changes?
- How do you see your role in motivating teachers in your department to give their full co-operation?
- What is your opinion of the CAPS policy in your subject?
- What strategies do you use to help the pupil that is struggling with your subject?
- Tell us more about yourself.
- Tell us about your teaching experience.
- Why did you apply for this position?

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- Why is there a gap in your work history?
- How would your colleagues describe you?
- Where do you see yourself in 5 years?
- Why do you want to work at this school?
- Tell us more about your hobbies.
- What are your short- and long-term goals?
- What do you see as success?
- Tell us more about yourself.
- How would you market the school?
- Describe how you would handle conflict between parents, teachers, as well as learners.
- Describe how you would handle conflict with a learner.
- Describe how you would handle a conflict situation with a parent.
- Describe how you would handle a situation when you disagree with a colleague.
- Tell us more about a difficult classroom situation you were in.
- What do you do when a learner asks you the same thing 6 times?
- How do you envisage your role at the school?
- How would you convince a parent of the need for a specific task?
- Explain your discipline strategies.
- What is your opinion of teacher strikes?
- What strategies would you put in place to support a struggling learner?
- What is your opinion of inclusive education and how would you implement it in your classroom?
- Can you teach sport? Do you have a relevant qualification and/or experience?
- Describe a fund-raising project that you would launch.
- How do you handle criticism and compliments?
- How do you feel about the use of cellphones at school?
- What would you like to change at the school?
- How would you handle social media in your class?
- What is the job of the SGB (School Governing Body)?
- You feel that your HOD treated you unfairly, how do you handle the situation?
- Why did you choose teaching as a career?
- Are you involved in your community? How?
- Why do you think you are a good role model for learners?
- What are the qualities of a good teacher? Do you have any?

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- Did you complete First Aid Training? How would react in an emergency situation?
- Are you allowed to administer medicine to learners?
- Are you willing to arrange and partake in school trips?
- How do you describe your time management?
- Do you perform well under pressure?
- Would you be willing to participate in Professional Development Activities?
- Describe a good dress code for teachers.
- If you have a problem (e.g. your marks are not ready), how would you handle it?
- You are expected to be involved in extra mural activities or go on tours. How do you feel about it?
- Describe yourself in a work situation.
- Describe your role at the school.
- Tell us more about your current employment.
- Do you work well in a team or do you prefer to work alone?
- What is the job of the SGB?
- What is CAPS and how do you teach it creatively?
- How you incorporate technology in your classroom?
- What is the 21st century skills that you would like to teach your learners and how would you do this in your classroom?
- What is your favourite subject and why?
- Assessment – Assessment for Learning vs. Assessment of Learning
- What is your teaching style?
- What would a good Foundation Phase classroom look like?
- Do you think classroom rules are important? Why?
- What is your opinion of homework?
- If a learner struggles to understand the work, how would you support them?
- What strategies do you use to help the pupil that is struggling with your subject?
- What is the 5 T's of teaching according to the department?
- What are barriers to learning?
- What are assessment accommodations?
- What is the purpose of the SIAS policy?
- What is a SBST and DBST? Do you have any experience in this regard?

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Important documents and information

- Know the time allocation for your subject
- Look at the QMS performance standards (Management – Standard 8 - 10)
- PAM - Personnel Administrative Measures
- Basic Conditions of Service
- SIAS Policy
- Procedural Manual for the assessment of learners who experience barriers to assessment from Gr R - 12.
- White Paper 6: Building on Inclusive Education and Training System

Important Acronyms

- LAIP – Learner Attainment and Improvement Plan
- SIP – School Improvement Plan
- SIAS – Policy on Screening, Identification, Assessment and Support
- PAM – Personnel Administrative Measure
- QMS – Quality Measure System
- EGRA - Early Grade Reading Assessment
- SNA - Support Needs Assessment Form

Remember!

- Be prepared.
- There are no RIGHT answers. The interview panel is trying to get to know you.
- Be honest, confident and convince them that you are the best thing that can ever happen to their school.
- Sell yourself.
- Do research about the school in advance (vision and mission). Visit their website or Facebook page.
- Know what position you applied for and what other subjects the school offer.
- Friendly but not too familiar.
- Confident but not arrogant.
- Prepare questions you would like to ask (you HAVE to ask)
- Prospective employers do actually look at your Facebook profile!

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Dimensions

1. **Motivation**
*What do you know about our school and why did you apply for this post?
Teaching is not an easy job nowadays. What motivates you for a career in education?*
2. **Experience and Knowledge**
*The subjects required for this vacant post are _____ and _____.
We offer English (HL for English learners) and English (EAT for Afrikaans learners). What practical experience do you have in these subjects?*
3. **Discipline and Group Control**
*What is your opinion about general discipline in our schools?
What will you put into practice to ensure good discipline in big classes with more than 40 learners?*
4. **Communication Skills**
5. **Management Skills and Leadership**
6. **Human Relations**
7. **Conflict Management**
8. **Team Work**
9. **Extra- mural activities**
10. **Global evaluation**

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