

Cantor Search Telephone Interview Guide – Experienced

Hello _____. This is _____. I am here with _____ as well as our (whole) search committee (except for _____ members who unfortunately could not be here). As I mentioned to you earlier, we hope it is OK with you if we audiotape the conversation for those not able to attend, and in case our memories fail us.

We have prepared a number of questions that we hope will help us get to know you better. We have read your resume (and listened to the recording you sent), but obviously that only gives us a partial picture of you. We are hoping that during this time we will get to know you better and you will have an opportunity to get to know us better.

We have about 45 minutes for this interview. _____ and I will take turns asking questions while the committee will be actively listening and passing any follow-up questions to us. In the interest of time, we may occasionally move on to the next question after we feel satisfied with your response. For our last question we will ask you if there is anything else about you or your situation you want us to know. So if you are ready...let's begin.

1. Tell us a little about the work you're currently doing, and what aspects of the work you've found most gratifying. **(What is this person passionate about)**
2. What do friends and colleagues say are your greatest strengths?
3. What especially appeals to you about working at our congregation? **(How well do they understand us and fit)**
4. What particular skills and talents would make you a good fit for our congregation? **(probe to understand fit)**

5. It's five years from now; you're the Cantor of our congregation, and you've just had one of your best days ever on the job. Tell us what made it such a great day. **(probe to understand fit)**

6. In your present congregation, what have you done to encourage congregational singing during worship? **(ability to inspire congregants to sing)**

7. How have you tried to address the diversity of musical tastes and worship needs within your present congregation, and from what you know of Beth Am, how does it differ from your present congregation? **(ability to inspire congregants to sing/range of music)**

8. What are some ways that you can bring music into the life of a congregation, beyond singing in worship services? **(visionary ability)**

9. Tell us about your work style. How have you done worship planning? Has this worked well? What would you change? **(teamwork)**

10. Please tell us about how you use collaboration and compromise in working with your rabbinic and education colleagues in your current position; and tell us, if possible, about a project/program you developed in collaboration with colleagues. **(teamwork)**

11. Describe a situation in your professional experience in which you required more breathing room (less supervision) in order to do your work well, and how you address that challenge. **(teamwork)**

12. Please tell us about one of the most fulfilling teaching experiences you've had, and what made it so memorable. **(intellectual ability)**

13. Please give us your perspective on the worship renewal movement now taking place within Reform Judaism. **(intellectual ability)**

14. Tell us about a situation in which you had to work very hard to reach your goals, and be specific about what you achieved. **(energy level)**

15. Assuming that every child should have a successful Bar/Bat Mitzvah experience, what methods have you used to work with children who face various challenges – behavioral, motivational, learning issues or developmental issues? **(interpersonal skills)**

16. Is there anything we didn't ask about that you'd like to tell us or any questions that you have for us?

Thank you for your time and your thoughtful responses. We know that phone interviews can be stressful and are somewhat artificial, so if anything else occurs to you that you want us to know, please feel free to contact us.

PHONE INTERVIEW FEEDBACK

YOUR NAME: _____ CANDIDATE'S NAME: _____

Strengths:

Areas of Concern:

SUMMARY RATING: (definitely invite; possibly invite; definitely do not invite)
