

**Mississippi Department of Archives and History (MDAH)
Interviewer's Report Form**

Note: These are suggested questions to ask the volunteer applicant as part of the screening process. Remember to keep the interview focused —only ask questions that are directly related to the ability of the applicant to perform a volunteer job.

Confidential

Name of Applicant _____ Date _____

What motivated you to become a volunteer at MDAH?

Have you volunteered for MDAH in the past? If so, where?

What volunteer position(s) is your preference?

(Tell them to make sure that their preference, schedule, and availability are listed in their Volunteer Application Form).

What knowledge, skills, abilities, or experience (professional and volunteer) do you feel will be helpful in your volunteer service at the Mississippi Department of Archives and History?

Comments/Other questions:

FOR INTERVIEWER TO COMPLETE

Did any part of the interview suggest unsuitability or leave reservations about the candidate? Be specific.

Overall rating:

Recommend with enthusiasm Recommend
 Recommend with reservations Question suitability

Signature of interviewer _____