

TOP 8

Best Practices for Conducting Interviews

Whether you have an interviewing process in place already for your organization or could use our support, we want to share the best practices for interviewing, developed from our research over the years.

01 Maintain Process Consistency

Develop and adhere to a standardized interview process to ensure a smooth experience for both interviewers and candidates.



02 Optimize Assessment

Limit interview panels to five members, creating a comprehensive evaluation plan covering all necessary criteria.

03 Create Diverse Interview Teams

Construct panels with the hiring manager, leaders, peers, and possibly a board member to gather well-rounded candidate insights.



04 Educate Interviewers

Provide clear goals, competency frameworks, and effective interview techniques to ensure informative interviews.

05 Assign Specific Topics

Allocate topics to each interviewer for focused discussions, aiding thorough candidate evaluations.



06 Value Candidate Input

Allocate time for candidate questions, showcasing your commitment to mutual understanding.

07 Strategic Activities

Include purposeful activities that consistently assess target competencies or traits, but weigh the time required for them.



08 Prompt Feedback

Encourage interviewers to give timely feedback post-interview, capturing their impressions accurately.

To know more on how Frederickson Partners can help

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