# Community Champion Candidate Evaluation Worksheet

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| **Applicant Name:** | **Evaluator Name:** | **Date/Time:** |
| **Scoring:** Candidate evaluation worksheets are to be completed by the interviewer to rank the candidate's overall qualifications for the Community Champion role. Under each heading, the interviewer should give the candidate a numerical rating and write specific job-related comments in the space provided. The numerical rating system is based on the following: |
| 0=Does not meet our needs and provides no indication that they would or could1=Does not meet our needs, but could in the future2=Marginally meets needs; lacking in some but not all aspects3=Satisfactorily meets current needs4=Fully meets or exceeds current needs |
|   | **4** | **3** | **2** | **1** | **0** |
| **Educational Background**: Does the candidate have the appropriate educational qualifications or training for this position? **Bachelor’s degree or three years of experience in health care, communication education, or related field.**Comments:Based on application materials review |  |  |  |  |  |
| **Prior Work Experience**: Has the candidate acquired similar skills or qualifications through past work experience?Comments:*Based on application materials review Q1, Q4, Q8, Q11* |  |  |  |  |  |
| **Communication**: Did the candidate demonstrate effective communication skills during the interview? Do the candidate’s application materials demonstrate high quality written communication skills?Comments:*Q3, Q6, Q10 and based on application materials review* |  |  |  |  |  |
| **Candidate Enthusiasm**: Did the candidate show enthusiasm for the position and the company?Comments:*Q2, Q14*  |  |  |  |  |  |
| **Teambuilding/Interpersonal/Collaboration Skills:** Did the candidate demonstrate, through his or her answers, good teambuilding/interpersonal skills?Comments: *Q5, Q7, Q10, Q11, Q12, Q13, Q15* |  |  |  |  |  |
| **Initiative:** Did the candidate demonstrate, through his or her answers, a high degree of initiative?Comments:*Q9, Q10, Q12, Q13,*  |  |  |  |  |  |
| **Leadership**: Did the candidate demonstrate, through his or her answers, good leadership skills?Comments:*Q5, Q8, Q10, Q11, Q12, Q13, Q15* |  |  |  |  |  |
| **Overall Impression and Recommendation**: |
| Final comments and recommendations for proceeding with the candidate.Comments: |  |  |  |  |  |