Young People’s Sport Panel

**First Stage Interview**

**Introductions**

* Introduce yourself and what your role is. Great to have you here and thank for taking the time to complete an application. We received over 150 applications and getting to this stage is already an achievement.

**Background**

“Before we start I would like to tell you a little bit about the interview”

**Time:**

* The interview will cover 3/4 questions and will last a maximum of 40mins.

**Relax!**

* This is more an informal chat; we have read your application and today is an opportunity to find out a bit more about you, just be yourself and relax.

**Answers:**

* There is not one right answer to any of the questions, just be as honest and open as you can.
* If there is anything you don’t understand then just ask for clarification.

**Notes:**

* I will be taking notes throughout as I want to capture all that you’re saying, this will mean writing when you are speaking!
* Hopefully the welcome and introduction session you just had will have helped answer any questions you may have had but there should be time at the end of the interview to ask any questions.

Are you happy for me to start the interview?

**Scoring
1 Poor**

**2 Marginal**

**3 Good**

**4 Excellent**

**Candidate**

**Date Time**

**Full name Age**

**Interviewer**

|  |
| --- |
| **Involvement in sport /other activities – A week in the life of!****Initial question about their involvement in sport and other activities, we want to get a sense of their commitment - are they active/engaged young people. Also looking to gain a sense of do they have the time to commit to the panel - Do we think they will ‘get things done’.**1. As a sport panel member we are looking for you to commit to **up to** three hours a week to panel activities. Can you tell me what a typical week is like for you – what are you involved in and how do you spend your time?

**Prompts (areas to consider)*** School/Uni/College/Work
* As a participant (club/recreational)
* Voluntary roles (committees, school sport council, YAs, sports leaders, guides, blogger etc.)
* Coaching/helping at events

**Note to Interviewer: This question should take no longer than 10 mins** |
| **Notes:****Scoring:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | 1 | 2 | 3 | 4 |
| Active and engaged in activities, sport and out with sport  |  |  |  |  |
| Gets things done – demonstrates good time management |  |  |  |  |

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| **Difference want to make in sport for young people & knowledge of Young People’s Sport Panel – Your ideas!****We want to gain an understanding of ‘how’ they would make a difference in sport for young people in Scotland.** **We also want to get a sense of what they know about the Young People’s Sport Panel and Scottish sport and what ideas they have around making a difference. We are looking for realistic and interesting ideas that align to the two aims of the sport panel.** **Please ask any additional questions if the young person gives a short answer.** **The two aims are:*** **To influence and shape the future of sport in Scotland**
* **Raise the profile of sport**
1. In your application you shared the difference you want to make in sport for young people in Scotland. Can you explain ‘how’ you would make this difference?

**Note to Interviewer: This question should take no longer than 10mins** |
| **Notes:****Scoring:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | 1 | 2 | 3 | 4 |
| Ideas that they have for the sport panel and the difference that they want to make for young people in sport |  |  |  |  |
| Knowledge about the sport panel and Scottish sport  |  |  |  |  |

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| --- |
| **Skills and abilities – Got what it takes?****We want to know how specifically they might contribute to the work of the Young People’s Sport Panel. What are the skills and abilities they can bring to the role/what experiences they have had that are relevant to the type of work undertaken by the sport panel. We also want to explore what they would like to develop, to give us an understanding of their support needs.** 1. (a) How will **you** contribute to the Young People’s Sport Panel?

What skills and experience do you have? Give us examples of times when you –**Prompts** * Have had to put across your ideas/views
* Had to work independently and use your own initiative
* Worked as a team
* Influenced decisions
* Been creative\* eg been part of a project and thought of new ways of doing things, experience of working with digital/video/social media

\*We asked a similar question at the last YPSP interviews and noted when we said creative a no. of them honed in on thinking of art type things!! 1. (b) What skills/ experience are you looking to develop?

***Note for interviewer****: May need to prompt without leading the applicant. Question 3(b) is not scored but can feed into the score for overall impression. We are looking for interviewees self awareness and maturity of their understanding of areas for development.* **Note to Interviewer: This question should take no longer than 10mins** |
| **Notes:** **Scoring:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | 1 | 2 | 3 | 4 |
| Skills and abilities– speaking with all ages; presenting views, influenced decisions; creative and innovative |  |  |  |  |
| Personal drive, passion and commitment |  |  |  |  |
| Ability to work on own and work as part of a team |  |  |  |  |

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**Finish**

**Note to interviewer: This should take no longer than 3 minutes.**

* You’ll be pleased to hear that I’m now finished asking you questions!
* **Questions -** Is there anything we have not asked you would like to tell us about yourself to support your application?
* We do have a question box when you come in if you want to leave any questions with us, please remember to put your name and email address for us to get back to you.
* **Next Steps**: We have more interviews to conduct and then we have to work through all the decisions, so it will be mid April before you will hear from us. We will email those who are being invited to the next stage. Next stage interviews will be held in May. If you haven’t heard from us by the end of April unfortunately you have not made it through to the next stage. We will be in touch through email to let you know either way.

* If you are unsuccessful please don’t be disheartened, we had over 150 applications so well done for getting to this stage!
* **Thanks** for taking the time to come along to the interview today, we really appreciate it! If you have had second thoughts about being on the Young People’s Sport Panel then please just say!
* **Don’t forget on your way out!!**
* Travel expenses
* Questions box
* Feedback –you will see on your way out a graffiti wall, if you could take a couple of minutes to sum up the interview that might be through words or visually through images, we would greatly appreciate your thoughts.

**Thanks again and a safe journey home**

**Overall Results (to be completed after the interview has finished)**

|  |  |
| --- | --- |
|  | **Scores (please circle)** |
|  |  |  |  |  |  |
| Q1 Active and engaged – Get’s things done! | 1 | 2 | 3 | 4 |  |
| Q 1 Demonstrates good time management  | 1 | 2 | 3 | 4 |  |
|  |  |  |  |  |  |
| Q2 Ideas – demonstrates how to make a difference | 1 | 2 | 3 | 4 |  |
| Q2 Knowledge about sport panel and Scottish sport | 1 | 2 | 3 | 4 |  |
|  |  |  |  |  |  |
| Q3 Skills and abilities | 1 | 2 | 3 | 4 |  |
| Q3 Personal drive, passion and commitment | 1 | 2 | 3 | 4 |  |
| Q3 Ability to work on own and as part of a team | 1 | 2 | 3 | 4 |  |
|  |  |  |  |  |  |
| Overall Impression (take into account Q3b which is not scored) | 1 | 2 | 3 | 4 |  |

**Total Score /32**

**Do you recommend this applicant for the sport panel Yes No Maybe**

Signed: