

# How to Conduct an Effective Culture Interview:

## *Hiring for Competency and Culture fit*

If you want to hire the right people, you have to hire for culture as well as competency. Here's your quick guide to implementing culture interviews that set your team up for long-term employee engagement and successful culture fit.

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# The Goal of The Culture Interview

The Goal of the culture interview is to determine if a candidate is missionally aligned with your organization's core values. While the traditional job interview should be held by HR and/or the hiring manager, a culture interview is best performed by culture carriers on different teams throughout your organization who have been trained to interview for culture and mission fit. This helps understand whether the candidate will mesh well with the people they will interact with day-to-day outside of their primary team.

Bonus: Having your frontline employees involved in hiring conversations increases their engagement, buy-in, and morale.

## High-level considerations for a culture interview:

1. Are they able to speak to times in their recent experience where they have displayed an actionable part of your core values?
2. Are they able to receive, implement and give feedback?
3. Is this candidate willing to work hard, and have the grit that is needed to succeed at your organization?
4. Can they lead themselves and others? Do they have a growth mindset? How are they in proactive communication?
5. How do they handle change, work pressure, stress?
6. Are they able to clearly articulate the mission of your organization, and are they aligned/on board with what you're doing?
7. Will this person level up your team culture?
8. Do they work well with others? How have they contributed to team goals & mission? How do they deal with conflict?

## Flow of a culture Interview:

1. Welcome
2. Introductions
3. Candidate Intro
4. Core Values Intro Question
6. Candidate Q&A
7. Explain Next Steps
8. Provide feedback to HR or Hiring Manager



# Inside the culture interview

The flow of the interview process and standards set into place.

If there are two people in this interview (there always should be), determine who will be leading the interview ahead of time.

## 1. Welcome:

Interviewer #1 welcomes the candidate to the culture interview and explains the importance of your core values, and expresses that the purpose of this interview is to make sure that those we hire are aligned with your mission, culture and core values.

\*\*\*Emphasize that this is a two-way interview; they are interviewing you as much as you are interviewing them, to make sure that your team values align with what the candidate is looking for in their next career move.

## 2. Introductions:

Interviewer #1 introduce themselves interviewer #2 introduce themselves.

- a. Your role
- b. How long you've been on the team
- c. Why you chose to work at your organization

## 3. Candidate Intro:

Ask the candidate to introduce themselves, and why they chose to apply for this position and organization

\*\*\*Keep open ended - what do they share about themselves?  
Looking for around a less than 2 min intro.

## 4. Core Values Intro Question:

Did you have a chance to review our organization's values?

Which one stood out to you the most and why?

\*Note: It's helpful to provide candidates with your core values beforehand.



## 5. Core Values Questions:

This is where you begin to ask more questions about your core values. Here are some examples of questions to consider depending on your values.

1. Tell me about a time when you stood up and lead when it wasn't necessarily in your job description
2. What does proactive communication mean to you? Can you give an example of when you successfully used proactive communication in your previous roles?
3. Can you tell me about a time when you made a mistake on the job? What was it and how did you handle it?
4. Would you rather be an average performer on a high performing team, or a high performer on a low performing team?
5. Tell me about a time when you received constructive feedback from a leader that may have been hard to hear? What was the feedback? How did you respond?
6. How do you deal with change?
7. What kind of personality do you have a tough time working with?
8. What drives you and what will keep you here when the times get tough?
9. How do you handle conflict? Do you have an example?
10. What are you doing currently to develop yourself outside of work?

## 6. Candidate Question Time:

(Leave 8-10 mins for this portion) Ask the candidate what questions they have for you. You also might want to explain that you can answer culture specific questions, rather than role specific questions.

## 7. Next Steps:

- a. Thank them for their time.
- b. Let them know that they will touch base with the team, and the recruiter will reach out to them shortly.

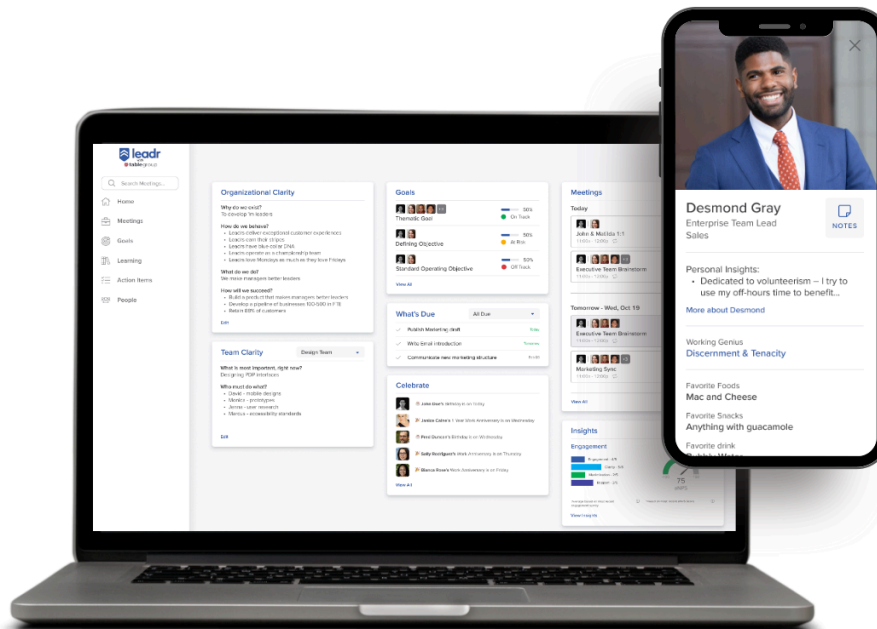
## 8. Feedback:

Send your feedback to the hiring manager or HR representative managing this particular hire.



Building a great workplace culture begins with hiring, but it's developed through consistent people-focused habits.

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