Interview Guidebook

As we discussed, we will be talking about your role in your profession, how you receive feedback to improve your performance, and what motivates you to improve. We will be recording this conversation. Are you okay with that? Are you ready to begin?

1) In thinking about your role at work, what would be the worst-case scenario if you failed to perform an important - but routine - aspect of your job?

2) How would you know this has occurred? What would happen to you in this scenario (i.e. would you be fired, reprimanded, etc.)?

3) What types of professional rewards do you receive when you get better at your job (i.e. are there bonuses, awards, etc.)?

4) If nothing, what motivates you to try to improve at work? Do you have specific strategies for continuous improvement?

5) Do you think others in your profession are similarly motivated? If so, why? If not, why not?

6) Are you regularly assessed on your performance at work? If so, in what form do you receive feedback (i.e. written reports, verbal feedback, etc.)?

7) How often do you receive this feedback? Who gives it?

8) Do you learn better from failures or from successes? Can you give an example?

9) If you do not receive formal feedback at work, how do you know you are performing well? Is your performance better now than three years ago? How do you know?

10) If you do not receive much formal feedback at work, what do you do to improve?

11) What motivates you to do this?

12) If you receive feedback, is the feedback usually straightforward (like make a technical tweak), or more abstract (like be a better team player)?

13) If your feedback is more abstract, how do you go about translating that into improved practice? How do you make these changes?

14) Do you work in teams at your workplace? If so, who are on these teams? People in the same roles or different roles as you?

15) How important are team dynamics in getting the best outcome in your job?

16) How do you learn how to work well together on a team at work?

17) Do you receive team feedback at work? If so, when, where, and how do you receive this feedback?

18) In your job, do you think individual and team feedback are equally important for improving performance, or is one more important than the other? Why?

19) Give an example of a time you received feedback, either team or individual, that led to performance improvement at work:

20) What is the best type of feedback in your opinion and why?

21) Describe your work environment. What are the cultural and team dynamics? Is feedback closely linked to performance in your institution, why or why not?

22) Is there anything else you would like to add that we haven't covered?

Thank you for your time!