

HR AND WELLBEING

# Interview Mastery for Panels

Run fair, consistent and effective panel interviews.

**WHO IT'S FOR**

Panel members and chairs who help select internal or external candidates.

**DURATION**

3 hours, or tailored to your needs

**FORMAT**

On-site: we come to you, virtual or hybrid.

## PARTICIPANTS WILL DEVELOP THE SKILLS TO

- Agree panel roles and a shared plan before interviews start
- Write behavioural questions tied to the selection criteria
- Probe for evidence and take clear, usable notes
- Score each candidate against the criteria with consistency
- Reduce bias and keep the candidate experience positive
- Run a fair panel discussion and record the decision

## ABOUT THIS PROGRAM

Interview panel training gets every member asking good questions, listening for evidence and scoring the same way. Without it, panels drift: questions vary from candidate to candidate, one strong voice sways the decision, and notes are too thin to explain the outcome. Participants practise behavioural questions, probing and note-taking, agree how to assess against the selection criteria, and run a fair panel discussion. Your panel leaves ready to make sound, defensible selection decisions, using your own roles, criteria and process.

### Tailored to your organisation

We build in your recruitment policy, selection criteria, scoring approach and values, and practise on roles your organisation recruits for. If your panels work in local government, see Interview Mastery for Council Panels.

> "Loved Mechelle's presentation and facilitating style – this course was excellent!"
>
> Hub Australia – Ryan

**Talk to us about this program**

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Enquire online