

How to use this checklist.

- 1. Select the questions you would like to ask in a second interview and which ones you would like to use in a third or future interviews and mark them accordingly.
- 2. Modify questions as they seem necessary for your church or for the candidate(s).
- 3. Add questions when directed or as seems necessary.

Question #	Question	Why	When to ask	Comments
# Introductor			lo ask	
1	Tell us about yourself and your family.	Simply allow the candidate to get comfortable and begin to interact with the team. Talking about themselves and their history can be an easy icebreaker.	2 nd interview 3 rd or future interview Don't ask	
2	We have read your salvation experience and call to ministry in your profile, but we'd like to hear you personally tell us.	Look for authenticity in their faith. Does their story resonate with you? Do you see a spark of enthusiasm? Is there anything in their story that is fresh or is it all from years past?	2 nd interview 3 rd or future interview Don't ask	
3	Why are you interested in this position?	This is an open- ended question that leaves room for you to interpret motivation. A follow up question is to ask what excites them most about this opportunity.	2 nd interview 3 rd or future interview Don't ask	

Job Descri	Job Description				
4	If your church has significant or unique expectations, ask questions to understand their capability.	This allows for everyone to have clarity on expectations and discuss strengths and gaps,	2 nd interview 3 rd or future interview Don't ask		

Profile				
	Review the candidate profile. Draft questions about content that isn't	This allows for everyone to have clarity on a given topic and invites	2 nd interview	
5	clear or needs further explanation. Try using an open-ended phrase like phrase,	deeper, more personal conversation.	3 rd or future interview	
	"Tell us more about"		Don't ask	
	Consider if any questions in the profile address areas that are of particular	If it is important to your church, be sure to explore the candidate's beliefs	2 nd interview	
6	importance to your church. Draft questions around those areas.	and approaches. Be aware that the candidate may not	3 rd or future interview	
	tilose dieds.	believe exactly what you believe, and the search team will need to explore the	Don't ask	

Assessmer	nts			
	Draft 5-10 specific questions around the assessments.	Some assessment results may be of particular interest to your specific church	2 nd interview	
7		and how the candidate will lead. This allows you to more deeply explore	3 rd or future interview	
		how their approach will fit.	Don't ask	
	Would you say your assessments describe you well?	Observe if the candidate is self-aware of who they are and how they are perceived by others. If a candidate confirms the assessments, you	2 nd interview	
8		have a pretty good read on who you are getting as a future pastor. If the candidate disagrees with the assessments, pursue specifics and consider involving an expert to help evaluate discrepancies.	3 rd or future interview	
			Don't ask	
9	How do your assessment results support your role as a caring pastor? How do your assessment results support your role as a strong	A candidate's assessments might indicate one of these roles may come more naturally for them, yet both are important for a lead pastor. Understand how they will lean into both expectations.	2 nd interview	
			3 rd or future interview	
	leader?		Don't ask	

	As a caring pastor, what is your flat side (weakness)? How do you compensate?	Every candidate will have a flat side. Explore their weaknesses with them. Evaluate how	2 nd interview	
10	As a strong leader, what is your flat side (weakness)? How do you compensate?	self-aware they are of their flat side, if they "own" it or minimize it. Consider how receptive they are to round it out with other	3 rd or future interview	
		people's strengths.	Don't ask	
	How would you describe your Godgiven hard wiring and how it contributes to	This question helps determine their understanding of underlying gifts,	2 nd interview	
11	your strengths and weaknesses?	strengths, and personality traits.	3 rd or future interview	
			Don't ask	
	How would your friends and spouse describe you? How have they affirmed	Look for alignment with how the candidate perceives themselves and how	2 nd interview	
12	you? What blind spots have they identified?	others perceive them.	3 rd or future interview	
			Don't ask	

	What are your two greatest weaknesses?	Instead of asking about one, for which they've likely already rehearsed an answer, this will allow you to	2 nd interview	
13		see how self-aware the candidate is, and if they are able to demonstrate an opportunity for growth in their	3 rd or future interview	
		weaknesses.	Don't ask	
	They say you live out of your top two StrengthsFinder themes. Do you	This answer can give insight into how the candidate will behave and respond.	2 nd interview	
14	agree? How does that look in your life? (You can review the candidate's themes in	·	3 rd or future interview	
	their profile and in the book by Tom Rath STRENGTHSFINDER 2.0.)		Don't ask	

Church Mi	nistry			
	What do you appreciate most about your current church? What are	This is the opportunity for the candidate to fully describe their current	2 nd interview	
15	your concerns and how have you addressed them?	situation, reveal any conflict or issues in their current employment and	3 rd or future interview	
		reasons for desiring a change.	Don't ask	
	Give an example of a social issue you are passionate about. Has	In this way you can begin to understand the pastor's	2 nd interview	
16	it affected your preaching and your leading?	worldview and how their view may match your church.	3 rd or future interview	
			Don't ask	

	What is your	Consider if the		
	philosophy of generosity?	response fits with your beliefs.	2 nd interview	
17			3 rd or future interview	
			Don't ask	
	How much time would you spend per week in sermon preparation and what is your	People naturally spend more time where their passions and desires are. Will	2 nd interview	
18	philosophy of how you allocate the rest of your week.	their schedule line up with the most pressing needs or desired involvement	3 rd or future interview	
		of the church?	Don't ask	
	When has your ministry been most impactful and successful?	This gives a candidate the freedom to brag a little without feeling it inappropriate. You can measure what the person considers	2 nd interview	
19		"impactful and successful" and determine if it fits well in your context. Follow up questions can ask about accomplishments and	3 rd or future interview	
		failures in ministry and ministries that have specifically targeted and reached the lost and unchurched.	Don't ask	

20	What area of ministry are you most passionate about?	This question will reveal the ministry area they will talk about, preach about, pray about and participate in the most.	2 nd interview 3 rd or future interview Don't ask	
21	How do you personally use technology and social media and in your current church?	This is too vital an area for now and in the future to not understand a candidate's philosophy and methodologies.	2 nd interview 3 rd or future interview Don't ask	
22	Besides the Bible and Jesus Christ, what books and people have most influenced your ministry and life? What blogs do you follow?	These questions will provide insights into how well read the candidate is as well as their theology, philosophy and methodological leanings.	2 nd interview 3 rd or future Don't ask	

Preaching				
	Describe your preaching style.	Consider how important preaching style is to your	2 nd interview	
23		church and if there is room for variance.	3 rd or future	
			Don't ask	
	How would you evaluate your preaching?	Determine their self- awareness of their skillset in preaching.	2 nd interview	
24	predefiling.	skiiset iii predefiirig.	3 rd or future interview	
			Don't ask	

25	Are you satisfied with your preaching skills and how do you improve?	Does the candidate continue to self-evaluate and improve?	2 nd interview 3 rd or future Don't ask	
26	How much time do you spend in message development?	Ensure the candidate's time expectations match that of the church.	2 nd interview 3 rd or future Don't ask	
27	What resources or people do you incorporate into your messages?	How does the candidate integrate other voices into their messages?	2 nd interview 3 rd or future Don't ask	
28	What is your philosophy of the use of digital media for the worship service?	Is the response compatible with the church's current or future expectations?	2 nd interview 3 rd or future Don't ask	
29	How do you decide/plan for sermon topics, series?	Does the candidate demonstrate enough planning to be responsible and yet enough spontaneity to be relevant to current events?	2 nd interview 3 rd or future Don't ask	
30	Do you collaborate with others on message topics or preparation?	Does the church have capacity to collaborate if the candidate so desires?	2 nd interview 3 rd or future Don't ask	

31	What is your philosophy on giving an invitation?	Ask for specifics from the candidate of recent application of their philosophy to see how well it aligns with your church's philosophy.	2 nd interview 3 rd or future Don't ask	
32	What are the last five books you read? Why did you read them or what did you like about them? What books or types of books influence your life the most? How many books do you read in a month/year?	What a candidate reads will tell you a great deal about what topics matter to them and how they will incorporate those topics into their preaching.	2 nd interview 3 rd or future interview	
	Which types of books influence your preaching?		Don't ask	
	Describe your thoughts on the purpose of worship	Do their responses fit with the current or preferred future	2 nd interview	
33	and how it is reflected in your	culture? Is there a tolerance for change?	3 rd or future	
	preferred worship style, planning and order of service.		Don't ask	

Leadership	Leadership					
34	What are your aspirations for future education?	Does your church's value of formal education match that of the candidate?	2 nd interview 3 rd or future interview Don't ask			
35	How do you develop and lead staff and lay leadership?	This open-ended question will demonstrate the candidate's ideas on delegation and building team members and volunteers.	2 nd interview 3 rd or future interview Don't ask			

36	What would you hope to accomplish in your first year on the job?	This answer may provide a sense of their ambition and of how fast they might move in implementing change.	2 nd interview 3 rd or future Don't ask	
37	Share with us your current church's mission and vision and your role in shaping it?	Listen and discern if they exhibit a passion about the church's mission and how they lead vision casting.	2 nd interview 3 rd or future Don't ask	
38	How would you approach evaluating our current staff?	This question broaches the subject of church staff and follow up questions can identify the candidate's position on keeping or terminating current staff, as well as potential additional hires they would consider.	2 nd interview 3 rd or future interview	
39	What changes are you seeing in church ministry and polity and how have you adapted yourself and your church to meet those changes?	The church world is changing rapidly. Here you want to listen to whether they understand those changes, can adapt and bring new ideas to your church. A follow up question is to ask about the governance structures of the various churches the candidate has served.	2 nd interview 3 rd or future interview Don't ask	

	What problems have you experienced in previous churches and how did you	Problems will arise in the church. This question helps you understand the	2 nd interview	
40	address those?	nature of the problems the candidate has dealt with, how they were addressed, and if there is a pattern you should be aware of.	3 rd or future interview	
			Don't ask	

Personal				
41	How do you cope with stress?	How a candidate handles stress is vital to their success. Denial is the worst. Press candidates who	2 nd interview	
			3 rd or future	
		say stress is not an issue.	Don't ask	
42	What goals do you have?	This will help you determine if the candidate plans ahead. If they don't have a direct answer (at least one) chances are making plans is a difficult task. Also ask about previous plans they have made and accomplished (or not) and why that happened.	2 nd interview	
			3 rd or future interview	
			Don't ask	

43	Is your work environment important to you?	Pastors typically have a preference for what kind of work environment helps them be productive. If there are office expectation, be sure to communicate them. Probe further about office and clerical needs.	2 nd interview 3 rd or future interview Don't ask	
44	How do you handle conflict?	Conflict is an issue that is certain to be part of any pastor's leadership. Ask for an example of how a candidate has handled conflict in the past or present a hypothetical and relevant scenario for them to address.	2 nd interview 3 rd or future interview	
	How do you stay	Use this question to	Don't ask	
	organized?	explore their organizational style and how it may	2 rd or	
45		support or negatively impact those they need to with whom	3 rd or future interview	
		they coordinate.	Don't ask	

46	What has been a major change in your thinking or perspective, or a significant lesson you learned in the past couple years?	Interpret the candidate's pursuit of continuous growth and a desire to mature. Observe how transparent and self-reflective they are.	2 nd interview 3 rd or future interview	
			Don't ask	
	How do you manage the demands on your time between work, family, personal, spiritual and physical?	This will identify where they struggle the most in balancing these critical areas.	2 nd interview	
47			3 rd or future interview	
			Don't ask	
	What parts of the ministry are most energizing and most depleting for you?	Candidates will likely prioritize ministry that is energizing and may need support in areas that	2 nd interview	
48		are draining to them.	3 rd or future interview	
			Don't ask	

Candidate				
49	Have you heard any of our responses that have concerned you? We would be glad to discuss them further.	This is an exceptional opportunity for your team to practice self-awareness and understand how	2 nd interview	
		you are perceived. Encouraging a candidate to be honest will help you determine adjustments you	3 rd or future interview	
		may need to make in areas as simple as your delivery or as complex as expectations of candidates that may seem unreasonable.	Don't ask	
50	Is there a question you would like to ask, but have not felt comfortable asking?	Challenge your team to make the candidate so comfortable that they are willing to broach topics that aren't easily discussed but might be troubling to either of you.	2 nd interview	
			3 rd or future interview	
			Don't ask	

Search Team Added Questions

Use this section to add specific questions not included above that your team would like answered. We strongly encourage you to follow the above format and include "the why" you are asking the question. That will help your team determine ahead of time if the question will really answer what you are trying to ascertain and will help provide clarity on what the question resolves for you.

51			2 nd interview	
		3 rd or future interview		
52			2 nd interview	
			3 rd or future interview	
53			2 nd interview	
33			3 rd or future interview	

^{*}Thanks and credit are given to **Jim Baker** of **Sacred Structures** for permission to use and adapt some of his resource **25 Questions Every Pastor Search Committee Should Ask**.