

## Tutor Interview Checklist



Cheryl's 5 Screening questions on Indeed:

- We are hiring for In-Home Tutors in the Katy, Fulshear, or Richmond areas. Our tutors need to live in Katy, Fulshear or Richmond. Do you live in Katy, Fulshear or Richmond, and if so, which city?
- Can you tell me the ages, grades, and subjects you feel confident tutoring?
- We are looking for tutors who are committed to our students through May 25, 2024. Does that length of commitment work for you?
- Prime tutoring hours are Monday-Thursday 4:30-7:30pm. At least 2 days a week are needed during those days and times. Does that align with your other work and personal obligations?
- Do you have your own reliable transportation and valid driver's license?

After thanking them and asking them to tell me a brief overview of themselves

Explain the purpose of the call to the candidate:  
will be an organic, relaxed conversation

Interview Questions:

- How did you hear about Tutor Doctor?
- Why are you interested in tutoring? How much tutoring experience do you have?
- What are you currently doing full time? How would tutoring fit into your schedule?
- What are you planning to do next?
- What subjects are you comfortable to teach tomorrow and which ones would you could tutor with a refresher?
- What ages interest you the most re: tutoring?
- Are you familiar with the local Curriculum?
- Have you had any experience with students with special needs?
- What experience do you have helping/teaching students organization/note-taking skills?
- Have you tutored SAT or ACT? Which test did you take?
- How long ago and what score did you get? Explain that they manage their own schedules. We offer students that fit their schedule, location and grade level/subjects
- Do you have any issues working in a home with pets?
- How far are you willing to travel to tutor a student (assuming sessions are an hour in length)? Where are you located?
- How do you envision tutoring fitting into your weekly schedule? (working around full time work, evenings/weekends)
- Review application for candidate's minimum number of hours expectation and discuss the nature of tutoring work (no guarantees).

Cheryl Smith  
Rasheed Haneef

[csmith@tutordocor.com](mailto:csmith@tutordocor.com)  
[rhaneef@tutordocor.com](mailto:rhaneef@tutordocor.com)



**Open-Ended/Impact and Implication Question examples you can ask during your interviews:**

- If you had a 3-day weekend to focus on 2 to 3 things that you love doing and you could go anywhere and had the resources to do anything. What would you do in that time?
- One thing that is important to us is that the Tutor is taking ownership of their relationships. We feel this is the most impactful way of conducting business with your students. What would taking ownership mean to you?
- If you take grades out of the equation how would you measure success with the students you support?
- We tell our clients that we are here to change the trajectory of your students life. What do you bring to the table that would change that trajectory for a student?
- Every once in a while we get a call to adjust a student's normal tutor session to which we have to reach out to the tutor to see if they can adjust and then confirm their wishes to the parent. If this were your client how would that make you feel?
- At the onset of a new relationship we will assess the learning style of the student so we can share those results with the tutor. What are some of the things that you do or tools that you use to hit those different learning styles?
- What would you say are the things that differentiate you from some of the other successful tutors out there?
- What is your process for preparing for your upcoming and/or future session with your students?
- What are some strategies you use to support unmotivated students?
- How do you engage and connect to students that are shy or introverted?
- Tell me about a tutor session you can remember that was highly successful. What made it so successful?



- At the end of a session with a student you have a brief disagreement. The parent comes in and after a few moments of uncomfortable conversation she asks you to just wrap it up and leave. How would you handle that as their tutor?
- How do you integrate technology into your tutor sessions to be effective?
- In what ways do you incorporate critical thinking and problem solving skills in your work?
- They say that price will always be an issue in the absence of value. What do you bring to your tutor support that is a value add?
- Tell me about a tutor session or tutor relationship that was not going well but you were able to overcome it to have success?
- Can you share an example of when your tutoring had a significant positive impact on a student's learning experience?
- Have you had to deal with any challenging family situations? How did you deal with it?
- If your previous tutor employer was here what would they say were your 2 or 3 best qualities or characteristics as a tutor?
- What would they say is one thing you could work on?
- How does your approach to tutoring adjust from in person to virtual support?
- How do you believe tutoring contributes to a student's overall academic growth and personal development beyond just improving grades?
- From your perspective, what are the implications of incorporating modern technology or innovative teaching methods into tutoring sessions?
- How do you perceive the role of a tutor in shaping a student's confidence, critical thinking abilities, and motivation to learn beyond the immediate subject matter?