



U.S Fish & Wildlife Service

# National Conservation Training Center

## *Course Description*

### Performance Based Interviewing

DOI-SUPV-OLT-108

#### Target Audience

Management.

#### Summary and Objectives

Hiring is one of the most stressful tasks for a new supervisor because the consequences of making a bad decision can be costly and impact your organization for many years. This course teaches the basics of performance-based interviewing, a structured process recommended by the Office of Personnel Management. You will learn how to develop good behavior-based interview questions, how to structure and format your interview, and how to conduct the interview.

This course is part of the new supervisor's curriculum that has been jointly developed by BLM/FWS/NPS. Any supervisor in the DOI can take this course.

#### Curriculum Category

Supervision & Employee Development

#### Course Type

Online Self Study

#### Tuition

\$0

#### Instructional Hours

2.0

#### Credits/ CEUs

3.0

#### College Credits

0 semester hours

#### Course Contact

Paula Elder:

[paula\\_elder@fws.gov](mailto:paula_elder@fws.gov)

#### Registration Link

[DOI Talent](#)