

NJROTC/NNDC CERTIFICATION INTERVIEWER'S APPRAISAL

Refer to Instruction Sheet before completing	APPLICATION FOR SNSI NSI
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NAME (LAST, FIRST, MIDDLE INIT)	RATE/RANK/DES	RETIREMENT DATE	YRS ACT SERVICE
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DESCRIPTIVE: (Observe applicant and write six adjectives or phrases which you believe to be most descriptive of the applicant.)

1. Interesting career history
2. Traditional values
3. Extensive involvement with youth
4. Excellent community service involvement
5. Relaxed
6. Direct

EVALUATE: Consider applicant as potential NJROTC instructor and evaluate the following

RATING FACTORS	OUTSTANDING	EXCELLENT	SATISFACTORY	BELOW AVERAGE	
1. Attitude					
2. Appearance and poise					
3. Oral communication and expression of ideas					
4. Leadership potential					
5. Eagerness to work with teenagers					
6. Enthusiasm					
7. Personality					
8. Understanding of NJROTC					
9. Education					
10. Instructor experience (Explain in Narrative)					
11. Military Experience					
12. Youth Involvement (Scouting/Youth Groups, etc.)					
13. Other community involvement					
Your willingness to to have individual serve with you	PARTICULARLY LIKE TO HAVE	PREFER TO MOST	BE PLEASED TO HAVE	BE SATISFIED WITH	PREFER NOT TO HAVE

NARRATIVE

INTERVIEWER (Signature)

(Typed name)

(Grade)

Date

Information for completing the Interviewer's Appraisal Sheet

The purpose of the interview is to evaluate accurately and impartially the characteristics of the applicant to determine his/her potential as an instructor (SNSI/NSI) in the Naval Junior Reserve Officers Training Corps (NJROTC) program.

An interview period of 15-30 minutes is usually adequate, although more time may be occasionally necessary.

The narrative should include, among other observations, specific comments on the following: perception of the applicants motivation for the program; comments concerning any unusual or outstanding aspects of the applicant's appearance; an assessment of the candidate's ability to communicate verbally, particularly with reference to a classroom environment (e.g., does he/she appear to be friendly or intimidating, self-assured or lacking in confidence, tolerant or intolerant of divergent points of view, etc.); applicant's education efforts since graduation from high school or college (state which); a specific statement concerning the interviewer's willingness to serve with the applicant.

Marking is at best difficult and your judgment will form an important part of each applicant's file, and usually represents the only personal contact with the applicant reported by an official of the NJROTC program.

No marks should be put on this form until the interview has been completed. If it appears that the space for the narrative will not be sufficient, use additional paper.

Upon completion of the Interviewer's Appraisal Sheet, immediately forward to NSTC (NJROTC) via the appropriate NJROTC area manager if conducted by an NJROTC instructor, otherwise, directly to NSTC (NJROTC Instructor Administration).

Below is: (1) a check-off list of characteristics which interviewing officers have indicated they can observe, and (2) a check-off list of adjectives frequently used to describe applicants. These lists are forwarded for the interviewer's use in preparing for the interview and in reviewing the interview prior to filling out the interview sheet. Neither list is intended to be all inclusive.

CHARACTERISTICS

Bearing	Oral Expression	Objectivity
Grooming	Voice quality	Cooperativeness
Cleanliness	Ability to lead	Motivation for program
Composure	Vocabulary	Motivation for career
Complexion	Attitude toward Navy	Maturity
Facial Expression	Attitude toward others	Self-control
Mannerisms	Attitude toward self	

ADJECTIVES USED TO DESCRIBE APPLICANTS

Attractive	Careless	Relaxed
Athletic	Clean	Still
Energetic	Neat	Impressive
Well built	Dull	Unimpressive
Muscular	Forceful	Conventional
Slouchy	Unresponsive	Interesting
Apathetic	Gabby	Nervous
Clean cut	Ungrammatical	Aggressive
Awkward	Confident	Flippant
Unshaven	Forthright	Indifferent
Unclean	Pleasant	Enthusiastic
Inappropriately dressed	Unattractive	Sincere
Well dressed		