



Strategies for Conducting Effective Interviews



Florida ID&R Training

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Agenda

- Discuss the goals of an interview.
- Discuss how to start the conversation about MEP.



Agenda



- Identify the differences when addressing each scenario (*parent, worker, employer, community member, school, etc.*).
- Develop your own pitch for each scenario.
- Practice your pitch.
- Identify questions for various scenarios

Goal of the Interview

Take 2 minutes and share a couple objectives for the interview. Be prepared to share.



Goal of the Interview

Take 2 minutes and share a couple objectives for the interview. Be prepared to share.

Possible answers:

- Explain the MEP
- Indicate how they can benefit from the MEP
- Determine eligibility for the MEP
- Document eligibility for the MEP
- Identify other potential leads



The Interview

The MEP interview is:

- The science of understanding rules and regulations, completing paperwork correctly, analyzing data, and making accurate eligibility determinations.
- The art of talking to people face-to-face to elicit information that may be very personal.



The Interview

“The art of talking to people one-on-one to elicit information that may be very personal.”



Elevator Pitch

An elevator pitch is designed to relay just enough information to cause the person you are speaking with to say, “Tell me more...”



Elevator Pitch

About the technique:

- **Know your audience:** A good elevator pitch will shift depending on the audience you're trying to reach.
- **Don't regurgitate a memorized pitch:** Make sure your pitch sounds natural in conversation.
- **Hook them early:** The hook must snag your listener's interest and make them want to know more.



Elevator Pitch

About the technique:

- **Create a relationship:** Your pitch should serve as a “verbal” business card that provides a brief, compelling introduction to your program, and intrigues new acquaintances to seek more information.
- **Closing:** Finish by asking the other person what they do (because) it starts an actual conversation and allows you to actually connect, even after the “elevator ride” is over.
- **Be Passionate:** Your pitch should excite YOU first!



The Interview Process: **The Elevator Pitch**

Explaining the MEP and the purpose of the interview

Migrant Education Program

eligibility

qualify

confidential

seasonal

temporary

agriculture

gather information

education

children

requirements

interview

fishing



The Interview Process: Ask Additional Questions

In small groups, develop your own elevator pitch geared to the scenario your group has been presented with. Be prepared to role play your elevator pitch.



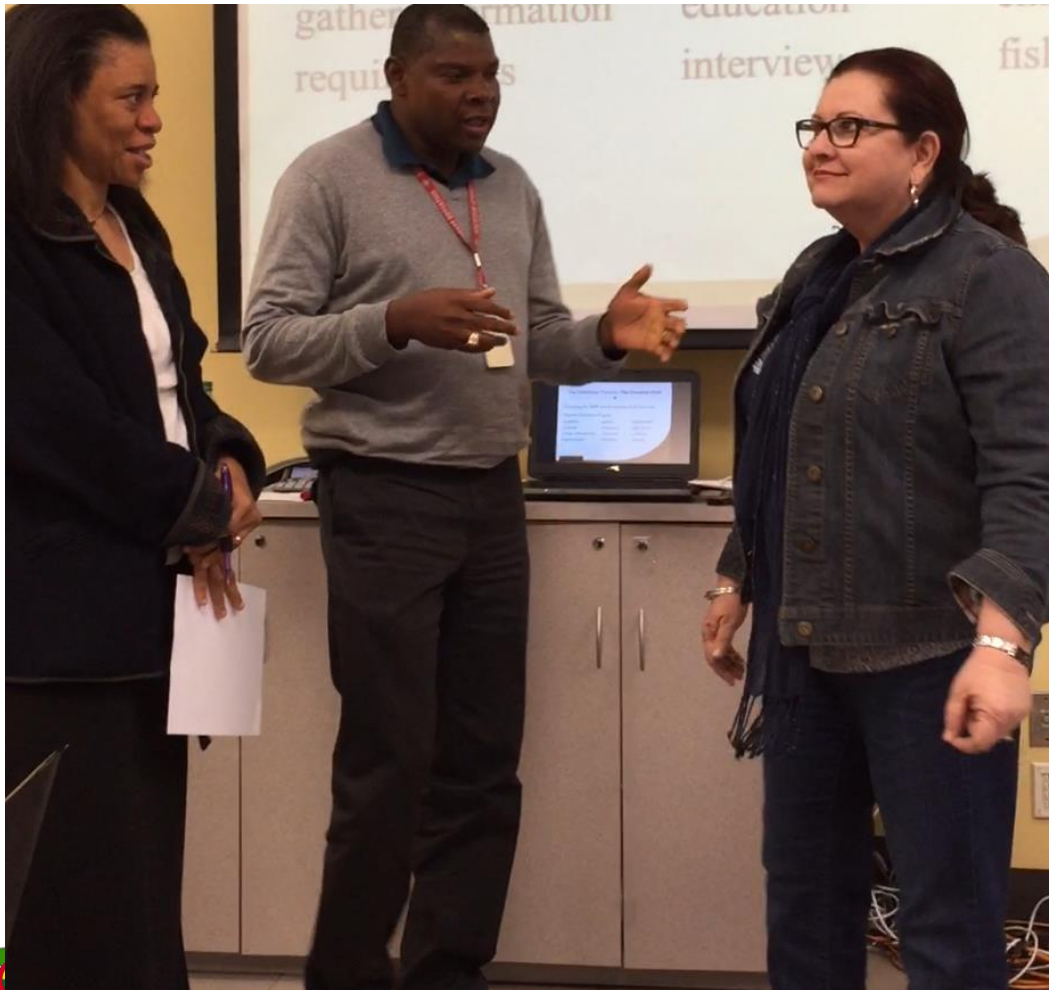
The Art of Talking to People

Role play interviews/interactions with different people

- Parent
- Out-of-school youth
- Employer
- School administrator
(*Superintendent/Principal/Coordinator*)
- Community member



The Interview Process: Ask Additional Questions



Parent

You received a lead from a school. They use an agricultural survey and it says that the family has worked in agriculture. You visit the family and attempt to conduct an interview.



Youth

Juan is an 18-year-old male that has recently traveled from Mexico to Colorado. He came for specific qualifying work. In Mexico, he dropped out of middle school to work and hasn't had the opportunity to go back to school because of his family's economic situation. He has been waiting to get his GED for a long time to better himself.



Employer

After receiving a lead, you decide to follow up by visiting the address. You arrive at the address listed, and it is an empty bunk house. While you are returning to your car, you see a big group of workers that are headed to lunch. Seizing the moment, you head over with your papers and a few recruitment items, and begin speaking to the group. After a few seconds of speaking with the workers, you are interrupted by the owner asking why you are speaking with the workers.

School Administrator

You have made an appointment with the school principal. This is a new school that has not had migrant students in the past, but your research of that county says otherwise. You want to reach out to the school to have them use an agricultural survey to hopefully identify new migrant students that may enroll in the district.



Community Member

As a recruiter you research possible places migrant families may shop, do laundry, buy groceries, attend church, etc. You have a list of places in the community where possible migrant families may frequently visit. You see a restaurant that is on your list, and you enter the front door.



Elevator Pitch Recap

- ✓ Know your audience.
- ✓ Make sure your pitch sounds natural.
- ✓ Hook them early.
- ✓ Be Passionate!



The Interview

“The art of talking to people one-on-one to elicit information that may be very personal.”



The Interview Process: Asking the right Questions



Leading Questions



Open-ended Questions

The Interview Process: Types of Questions

Leading Questions: Question that suggest a particular answer that the questioner desires – most often a simple ‘yes’ or ‘no’ answer.

When a question is leading, the interviewer uses language that suggest a particular answer.



The Interview Process: Types of Questions

Open-ended question

- Develop an open conversation
- Elicit longer answers than “yes” or “no”
- Solicit additional information from the interviewee
- Discover more details.



The Interview Process: Ask Additional Questions

As a large group, determine whether the following questions are:

Leading questions or Open-ended questions.



The Interview Process: Types of Questions

You moved here to work in agriculture, right?

LEADING

Did you join your family in 12 months?

LEADING

How did you know this type of work was available?

The Interview Process: Types of Questions

What kind of work were you looking for?

OPEN-ENDED

Why did you move here?

OPEN-ENDED

You've moved recently, haven't you? Say, within the past 3 years?

LEADING



The Interview Process: Types of Questions

How long has your family been living in at this address?

OPEN-ENDED

You know we have a great summer program for children who have moved. I'll bet your kids have moved in the last few years, haven't they?

LEADING



The Interview Process: Types of Questions

When was the last time you and your family moved?

OPEN-ENDED

When did you move?

OPEN-ENDED



The Interview Process: Ask Additional Questions

Read the following scenarios, and come up with at least three (3) **open-ended** questions to gather needed information.



We have a family (with 4 children) that was identified as migrant on 8/15/2013. Another daughter joined the family on 11/14/2013.

Is the fifth child also eligible?

What questions do you ask?



Possible Questions:

- Why did the daughter not move with the family?
- Why did the daughter stay behind?
- Where did the family move from?
Where did the daughter move from?
- How old is the daughter? What grade is the daughter currently in?
- What was the purpose of the daughter's move? Is she a worker?



We have a family (with 4 children) that was identified as migrant on 8/15/2013. Another daughter joined the family on 11/14/2014.

Is the fifth child also eligible?

What questions do you ask?



Possible Questions:

- Why did it take so long for the daughter to join the family?
- How old is the daughter?
- What grade is she in?
- Could she be a possible worker herself?



Guidance, Chapter II, E4 “there may be unusual circumstances that prevent a child from moving within 12 months of the worker’s move.



A worker and his family arrived into our district a few months ago. He came to obtain work in the potato season but the worker was not hired. The worker has a family of three children and they all have medical needs.

Even if the worker didn't get the job the children still moved, are they eligible?



Possible Questions:

- What was the purpose of the move?
- Did the worker seeking specific qualifying work (potato)?
- Does the worker have previous history of moves to obtain qualifying work?
- Is there credible evidence that the worker sought the potato work?



You've identified a family that moved into your area three months ago. According to the worker, he is working at a meat processing plant. What questions do you ask to determine eligibility?



Possible Questions:

- What was the purpose of the move?
- Did the worker seek specific qualifying work (at the meat processing plant)?
- When did the work start?
- What exactly is the worker doing at the meat processing plant?
- How long is the worker planning on staying at the meat processing plant?
- Can we reach out to the employer?



You've identified a family that moved into your area on March 2013.

According to the worker, he is working at a meat processing plant. At first he was on the kill floor, however, now he is packing meat.

What questions do you ask to determine eligibility?



Possible Questions:

- What was the purpose of the move?
- When did the work at the processing plant start?
- Was there ever an interruption of employment?



Guidance, **Chapter II, H7** Workers who are hired to work for more than 12 months by the same employer regardless of how many different jobs they perform are not employed on a temporary or seasonal basis as defined in the MEP regulations.



In November 2014, a family with two school age children moved from one school district to another school district approximately 20 miles away in order for the mother to begin seasonal work sorting and cleaning potatoes. The children continue to attend school in the original district from which they moved, community each day.



Possible Questions:

- What was the purpose of the move?
- Did the worker move to seek/obtain specific qualifying work?
- Was the worker able to get the job?
- Who made the move? Did the children accompany the worker?



A family moved seeking crop dusting work for which they use their own plane. The family moved from one state to another, and does so several times a year. The children and parents move together.

Do the children qualify for the MEP, based on their parent's employment?



Possible Questions:

- Is the family's crop dusting business available year-round?

Employment must be temporary or season.

Employment in a family-owned and operated business would be year-round, and therefore, neither seasonal or temporary.




Contact Information



THANK YOU
FOR
YOUR
ATTENTION!
ANY QUESTIONS?

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