

77 Questions to Ask in an XP Interview



What to learn before you accept a job offer

*You won't ask all of these.
Some can be asked and others sensed.*

*Highlight significant questions
for your next interview ...*


David Fletcher

Staff Culture

1. What is the work culture, style of communication, strength of relationships, emphasis on policy, office hours?
2. Is the culture—one of a Mac or PC?
3. What kinds of meetings are there for pastors, directors and support staff?
4. Describe the use of ministry teams and staff leadership of ministries.
5. How is the fruit of the Spirit seen in the ministries?
6. Does the staff function in teams, solo or silo? What is the level of trust, sense of excitement, hospitality and prayer?
7. Describe the staff fun times and continuing education.
8. What is staff longevity, turnover, and challenges. Will anyone leave soon?
9. What kind of hours do staff work each week?

Administration

10. What is the financial picture of the church? Obtain the financial dashboard.
11. Describe the budget and its annual creation process.
12. Are financial reviews or audits done? Are there internal controls?
13. What is the indebtedness and are there for-profit centers, such as a school?
14. Have there been any recent terminations or lawsuits?
15. Obtain the constitution, policies, org charts and staff bios with pictures.
16. Obtain the church employee handbook and code of conduct.
17. What has been communicated about the pay range for this job?
18. What are the benefits, health insurance, life, dental, retirement & vesting, vacation, holidays and sick time?
19. What transition expenses are paid: moving, flights, and transitional housing?
20. What is the cost of living difference at the new city?
21. Will there be an employment contract?
22. How much time away is allowed for external ministry?
23. How are evaluations done?

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24. What is the process of setting vision, strategy & tactics, and measurement?
 25. What are the administrative teams, such as facilities or management?

XP Role

26. What is the XP job description, history of position, scope and authority?
27. What would be success after the first 90 days?
28. What are the expectations by the SP, board, pastors, staff and congregation?
29. Will the key leaders use the XP-Indicator to help you understand expectations of Administrator, Catalyst, Mentor, Minister, Overseer?
30. How will the XP relate to the governing board?
31. What is the role of delegation by the SP to the XP?
32. What do you need from me? How can I best serve you?
33. What level of information do you want about ministries, staff and finances?
34. What might I do that will bug you?
35. When should I shut up and listen? When should I stop listening and take charge?
36. What do you want this role to do and not do for staff?
Hiring, developing, appreciating, evaluating, correcting, releasing, directing, coordinating, setting priorities, providing accountability.

Governance


37. What are the relationships on the governing team?
38. What are the church's vision & values? Are ministries aligned with the vision? Does the vision need to be refocused?
39. What are the board's current issues and challenges?
40. Is the board unified? Have there been any splits in the past five years?
41. How are board decisions made?
42. What does pastor and elder partnership look like?

SP

43. What is the SP job description? What does the board want of the SP?
44. How much time do you spend preaching and studying, vision casting, counseling and leading staff?
45. How do you make decisions? Describe a difficult decision that you made.
46. Give examples of recent goals and how you achieved them.
47. How do you deal with conflict? Describe a conflict recently resolved.
48. How do you cope with the pressures of a congregation that communicates with you 24 hours a day via email, social networking and cell phone calls?
49. How do you deal with failure? Tell of a project that has failed.
50. What does initiative look like? Are you entrepreneurial?
51. Describe a decision that you have made that some have disagreed with.
52. A parent of a high school student is upset. What will you do?
53. Talk about how you prioritize your work.
54. What is your preaching style? Describe a perfect sermon series. What does application look like?
55. How do you respond to the statement, *lead, follow or get out of the way?*
56. Are you a focused leader needing quiet or do you like interruptions?

Church Issues

57. What are the church demographics? Who attends?
58. Describe the gathering and who comes.
59. Describe the history of the church and unique ministries.
60. How is the fruit of the Spirit seen at the church?
61. What is the church position on the role of women?
62. What are key social issues and policy statements, such as divorce?
63. What church-wide problems were there in the past?
64. List the strengths of the church and things that need change.
65. What is the role of small groups, peacemaking, recovery groups, missions, leadership development and communications?
66. What is the relationship between learning, worshipping and serving?

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67. What is the worship style? Seeker, educational, creative, traditional, prayerful?
 68. Are there any sacred cows?
 69. What are the expectations of staff spouses? Can spouses work at the church?

City

70. Describe the church's demographics in relation to the city.
71. What is the congregations educational level, jobs and average age?
72. How many of the congregation live within 5 miles of the church?
73. Where do the staff live, as well as other church leaders?
74. What are the local outreaches?
75. Are there any parking issues?
76. Are there any sister churches?

Harvard's Question Zero

77. *What exactly are we trying to accomplish here?*

You may have questions to add
Send them to drfletcher@XPastor.org