

Interview Questions for Applicants Working with Vulnerable Persons

Vulnerable Persons refers to:

- **Children and Young Persons** under the age of 18 years old and/or
- **Persons with Disabilities**, including Persons covered under the Vulnerable Persons Act¹ and Mental Capacity Act².

Interviewers should:

- embed the list of the questions with the usual interview questions (e.g., general experience, qualifications, technical skills)
- pick questions depending on the flow of the interview; they need not ask all the questions from the list
- ask follow-up questions to probe for more details if necessary
- provide a brief context on the responsibilities of the role (e.g., *for this role, you will be in close contact with children and young persons...*) before asking the questions.

Suggested questions to ask	Things to note for interviewers
<ul style="list-style-type: none"> • What experience do you have interacting/working with <insert specific vulnerable population>? 	<p>Applicants need not have prior experience working with vulnerable persons. For applicants who do, this can be a way for interviewers to gauge the level of experience and expertise in engaging vulnerable persons.</p>
<ul style="list-style-type: none"> • Why do you want to work with <insert specific vulnerable population>? 	<p>Interviewers should look out for whether the applicant has a genuine interest in working with vulnerable persons, and whether they have the appropriate skills (e.g., patience, cautiousness, empathy), beliefs, values and attitudes.</p>
<p><i>For applicants with prior experience:</i></p> <ul style="list-style-type: none"> • What challenges have you encountered interacting/working with <insert specific vulnerable population>? • How did you overcome the challenges? <p><i>For applicants without prior experience:</i></p> <ul style="list-style-type: none"> • What challenges do you foresee interacting/working with <insert specific vulnerable population>? • How would you overcome the challenges? 	<p>Regardless of prior experience, applicants should be able to highlight common challenges when working with vulnerable persons, and how to overcome them. Interviewers may want to provide common case scenarios and ask applicants on their approach.</p> <p>Potential “red” flags include:</p> <ul style="list-style-type: none"> • No challenges encountered • Providing vague responses or without specific examples • Using inappropriate methods to deal with the challenge / case scenario • Has a lack of awareness towards vulnerable persons’ needs

¹ <https://sso.agc.gov.sg/Act/VAA2018>

² <https://sso.agc.gov.sg/Act/MCA2008>

<ul style="list-style-type: none"> • What is your approach in promoting a safe sporting environment for <insert specific vulnerable population>? • What do you think are some of the best practices in interacting/working with <insert specific vulnerable population>? 	<p>This question is to gauge the applicant's knowledge and awareness of the best practices and safeguarding policies when working with vulnerable persons. While it is not necessary for applicants to be familiar with existing safeguarding policies, they should demonstrate a reasonable understanding of the "dos and don'ts" when interacting with vulnerable persons.</p>
<ul style="list-style-type: none"> • What would you do if you notice a colleague displaying concerning behaviours towards <insert specific vulnerable population>? • What would you do if <insert specific vulnerable population> shares with you a concern about another colleague? 	<p>Interviewers may provide case scenarios if necessary.</p> <p>While it is not necessary for applicants to know the exact reporting protocol, interviewers should look out for potential "red" flags in their responses to potential safeguarding incidents such as:</p> <ul style="list-style-type: none"> • dismissing or minimising the incident • using inappropriate methods (e.g., ignoring, justifying the incident)

TEMPLATE