INTERVIEW / ORAL PRESENTATION RUBRIC

Candidate: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Region: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| 0 | 1 | 2 | 3 | 4 | 5 |
| * Does not attend interview
* No effort in answering questions
* Barely makes reference to office seeking
 | **Appearance and Poise*** Applicant is not in professional attire
* -Applicant appears disheveled and unprepared
 | **Appearance and Poise*** Applicant dressed in professional attire
* Applicant has poor posture and mannerisms
 | **Appearance and Poise*** Applicant dressed in professional attire
* Makes frequent eye contact and uses appropriate body language
 | **Appearance and Poise*** Applicant dressed in professional attire.
* Mature and poised
* Maintains eye contact and uses appropriate body language
 | **Appearance and Poise**-Applicant is dressed in professional attire - Confident posture and mannerisms - Applicant has exceptional eye contact and body language  |
| 0 | 1 | 2 | 3 | 4 | 5 |
|   | **Oral Interview*** Unwilling to serve in a recommended position
* - Lack of enthusiasm
* -Does not respond to questions
 | **Oral Interview*** Demonstrates little or incorrect knowledge of position and HOSA
* Reponses are simplistic
 | **Oral Interview*** Simplified understanding of office and willingness to serve
* Not significant knowledge of HOSA and the position
* Simplistic responses without providing any details
 | **Oral Interview*** Strong understanding of the office and willingness to serve
* Significant knowledge of HOSA and postion
* Reponses include thoughtful commentary
* Shows enthusiasm
 | **Oral Interview*** Impressive understanding of the office and willingness to serve
* Exceptional knowledge of HOSA and the position
* Ideas expressed are fully developed and insightful
* Shows great enthusiasm
 |
| 0 | 1 | 2 | 3 | 4 | 5 |
|  | **Communication Techniques*** Obscure or hard to hear responses
* Distracting mannerisms that hinder upstanding
 | **Communication Techniques*** Voice is clear and at an understandable pace
* Appropriate use of vocabulary and grammar
* Heavy use of filler words (um, like, etc.)
* Applicant communicated at least 25% of the time
 | **Communication Techniques*** Voice and pronunciation is clear and precise
* Appropriate use if vocabulary and grammar,
* Applicant makes frequent eye contact and uses appropriate body language
* Applicant communicated at least 50% of the time
 | **Communication Techniques*** Voice and pronunciation are excellent
* Excellent use of vocabulary and grammar
* Applicant communicated at least 75% of the time
 | **Communication Techniques*** Voice and pronunciation are exceptional
* Exceptional vocabulary and grammar
* Applicant communicated at least 80% of the time and asked thoughtful follow up questions
 |

Comments:

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ TOTAL SCORE: \_\_\_\_\_\_\_\_

ESSAY RUBRIC

Candidate: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Region: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| 0 | 1 | 2 | 3 | 4 | 5 |
| * Does not follow prompt, irrelevant to topic
* No effort in writing
* Barely makes reference to the task
 | **Stylistic Choices and Organization*** Very Brief or obscure writing
* Distracting errors hinders reading
 | **Stylistic Choices and Organization*** Lacks control over voice or tone
* Simplistic sentences
* Organizational problems
 | **Stylistic Choices and Organization*** Immature writing, style
* No variety in sentence structure
* Basic organization but confusing to reader
* Organization has no larger purpose
 | **Stylistic Choices and Organization*** Demonstrates sophistication and competence in writing
* Has strong vocabulary
* Direction and purpose in organization
 | **Stylistic Choices and Organization*** Very focused and persuasive
* Advanced vocabulary
* Organization and transitions guide reader
* Quotes flow seamlessly
 |
|  | **Prompt/Analysis*** Unclear augments and organization
* Little support for argument is present
 | **Prompt/Analysis*** Argument is simplistic
* Support is wordy, repetitious, incomplete/irrelevant
* States argument but does not fully address
 | **Prompt/Analysis*** Simplified understanding of the prompt
* Not a significant amount of support or large blocks of quoted texts
 | **Prompt/Analysis*** Strong understanding of prompt
* Developed argument
* Supports with strong argument and references
* Quotes used as support rather than replacing applicants writing
* Addresses from elements of complexity
 | **Prompt/Analysis*** Very thorough analysis of prompt
* Convincing and specific support from text
* Ideas expressed are fully developed and insightful
 |
|  | Distinguishing Characteristics* Lacks any though or writing ability
* Obvious errors in grammar and/or mechanics
* Unacceptably brief
 | Distinguishing Characteristics* Contains many flaws
* Contains some flaws but achieves some understanding
* Ignores part of the prompt
* Sumarizes, describes paraphrases vs. Analysis
 | Distinguishing Characteristics* Answers prompt but without true analysis
* Does not completely understand intent of prompt
 | Distinguishing Characteristics* Adequately answers prompt
* Some sophistication
* Free from sustained errors
* Does not go beyond essentially understanding
 | Distinguishing Characteristics* Essay is clear, precise and coherent
* Essay is especially insightful and sophisticated
* Essay is exceptionally persuasive
 |

Comments:

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ TOTAL SCORE: \_\_\_\_\_\_\_\_

**Application/Resume Rating Sheet**

Candidate: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Region: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Max Points

Resume Well typed, no errors, follows resume guidelines 6pts \_\_\_\_\_ / \_\_\_\_\_

HOSA Offices Chapter, Regional, State Officer

 (1 point for each office – max 5) 5pts \_\_\_\_\_ / \_\_\_\_\_

HOSA Involvement Blood Drives, HOSA Fundraisers, etc. 4 pts \_\_\_\_\_ / \_\_\_\_\_

 (1 point for each activity)

Awards/Honors Student of the year, competitive events, etc. 2 pts \_\_\_\_\_ / \_\_\_\_\_

 (.5 point for each thing considered award/honor)

Other Activity Volunteering, Sports, etc. 2pts \_\_\_\_\_ / \_\_\_\_\_

 (.5 point for each commitment activity)

Other Leadership Captain of sports team, Student Government, etc. 2pts \_\_\_\_\_ / \_\_\_\_\_

 (.5 point for each leadership position)

Transcript

(Unweighted)

4.0 9pts

3.9 8pts

3.8 7pts

3.7 6pts

3.6 5pts

3.5 4pts

3.4 3pts

3.2-3.3 2pts

3.0-3.1 1pt \_\_\_\_\_\_

 TOTAL POINTS \_\_\_\_\_ / \_\_\_\_\_ (30 Points Max)

 AVERAGE POINTS \_\_\_\_\_\_\_\_\_ (30 Points Max)