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)