The placement discussion is a tool that can be utilized to determine the best for a potential candidate(s). The aim of the tool is to get a feel of the candidates’ cultural fit and context readiness especially for field related assignments where endurance in some contexts is critical. During the discussion, the interviewer gives the candidate real time information of what is on the grounds and how operations are conducted. Sample questions that can be asked during the discussion are on Pg.2.

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| **Candidate’s details** | |
| **Name:** |  |
| **Post candidate is being considered for:** |  |

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| **PLACEMENT DISCUSSION** | | | | | | | |
| **Name of Officer conducting discussion:** |  | | | **Date of Placement discussion:** | | |  |
| **Sensitivity to, & interest in, this country office context, activities & culture** | | | | | | | |
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| **‘Fit’ with current country team (both at capital & base levels)** | | | | | | | |
|  | | | | | | | |
| **Expectations of this country office and base living conditions** | | | | | | | |
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| **Awareness of intercultural communication challenges** | | | | | | | |
|  | | | | | | | |
| **Awareness of Safeguarding, Child safeguarding and Protection from Sexual Exploitation and Abuse** | | | | | | | |
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| **Sensitivity to specific issues faced in the country office** | | | | | | | |
|  | | | | | | | |
| **General Impressions** | | | | | | | |
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| **CONCLUSION** | | | | | | | |
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| **Offer to be made to candidate:** | | **Yes** | **No** 🞏 | | **Preferred start date:** |  | |

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| **Sensitivity to, & interest in, this mission context, activities & culture** |
| 1. Have you had the opportunity to read or learn about this country? 2. Why are you attracted to this context/country? 3. Can you tell me more about what you expect to learn about from working in this country? 4. What do you know about the security context? Do you have any concerns about working in this type of security environment? 5. How do you feel about working in a strictly religious country: Christian, Muslim, etc? |
| **‘Fit’ with current country team (both at capital & base levels)** |
| 1. How would you adapt to a team that is mostly made up of… (example: women, men, senior people, junior people)? 2. How would you approach working with a team who has been working together for a long time and who is very cohesive? 3. Could you give me an example of a moment when you faced this kind of situation? 4. Considering what you know about this context, how would you introduce yourself to the team when you arrive? |
| **Expectations of this mission’s living conditions** |
| 1. Can you give me an example of good living conditions you’ve experienced in past assignments? 2. Now describe what for you are poor or difficult living conditions. 3. What do you consider are standard living conditions? 4. What would you do if your roommates in the guest house don’t wash their dishes and don’t participate in maintaining the general hygiene standards in the house? |
| **Awareness of intercultural communication challenges** |
| 1. Have you ever worked in a country where people speak a language that you don’t understand? How did this impact your work or communication with colleagues? 2. Provide an example of a communication misunderstanding you had with another international or national colleague? How did you deal with this? 3. How would you make sure that your team understands your message? 4. How do you expect to learn about cross-cultural differences/customs in ….? |
| Awareness of Safeguarding, Child safeguarding and Protection from Sexual Exploitation and Abuse Policies |
| 1. Tell us about the key elements in Safeguarding, Child safeguarding and Protection from Sexual Exploitation and Abuse policies in humanitarian organizations 2. What do you think are your responsibilities in relation to Safeguarding, Child safeguarding and Protection from Sexual Exploitation and Abuse? 3. Have you ever come across a Safeguarding, Child safeguarding and Protection from Sexual Exploitation and Abuse Policies concern in your pervious work? How did you deal with it? 4. If a beneficiary in the community tells you that she has been sexually abused by staff from name of organization, but asks you not to tell anyone, what will you do? |
| **Sensitivity to specific issues faced by expats in this mission** |
| 1. How do you usually deal with a high level of stress? 2. Based on this situation…(hypothetical questions, practical cases), how would you react? |