

Kairos Outside Excellence Initiative Interview Questions

Advisory Council Name:

Weekend Number:

Weekend Date: Month: - Day: - Year:

Weekend Leader's Name:	<input style="width: 100%; height: 20px;" type="text"/>	
Phone:	<input style="width: 100%; height: 20px;" type="text"/>	Email Address: <input style="width: 100%; height: 20px;" type="text"/>
Observing Leader No. 1 - Name:	<input style="width: 100%; height: 20px;" type="text"/>	
Phone:	<input style="width: 100%; height: 20px;" type="text"/>	Email Address: <input style="width: 100%; height: 20px;" type="text"/>
Observing Leader No. 2 - Name:	<input style="width: 100%; height: 20px;" type="text"/>	
Phone:	<input style="width: 100%; height: 20px;" type="text"/>	Email Address: <input style="width: 100%; height: 20px;" type="text"/>
Advising Leader's Name:	<input style="width: 100%; height: 20px;" type="text"/>	
Phone:	<input style="width: 100%; height: 20px;" type="text"/>	Email Address: <input style="width: 100%; height: 20px;" type="text"/>
Advisory Council Person's Name:	<input style="width: 100%; height: 20px;" type="text"/>	
Phone:	<input style="width: 100%; height: 20px;" type="text"/>	Email Address: <input style="width: 100%; height: 20px;" type="text"/>

1. Introductory Information

(Please check or fill in your correct answer. Comments required for all 'No' and 'NA' answers.)

	Yes		No	
1. Are all Advisory Council Positions filled? Comment: <input style="width: 90%; height: 20px;" type="text"/>				ACOP: Pages 10-19
2. How many Team Members were on the Weekend? Comment: <input style="width: 90%; height: 20px;" type="text"/>			<input style="width: 40px; height: 20px;" type="text"/>	Pages 35, 52
3. How many new Volunteers were on the Weekend? Comment: <input style="width: 90%; height: 20px;" type="text"/>			<input style="width: 40px; height: 20px;" type="text"/>	Page 50
4. How many Team Members were former Guests? Comment: <input style="width: 90%; height: 20px;" type="text"/>			<input style="width: 40px; height: 20px;" type="text"/>	Page 50
5. How many confirmed Guests did the Observing Leader No. 1 have 30 days prior to the Weekend? Comment: <input style="width: 90%; height: 20px;" type="text"/>			<input style="width: 40px; height: 20px;" type="text"/>	Pages 21, 74
6. How many Guests started the Weekend? Comment: <input style="width: 90%; height: 20px;" type="text"/>			<input style="width: 40px; height: 20px;" type="text"/>	
7. How many Guests completed the Weekend? Comment: <input style="width: 90%; height: 20px;" type="text"/>			<input style="width: 40px; height: 20px;" type="text"/>	

8. Did the Leader(s) and Team respect confidentiality during all aspects of the Kairos Ministry? Yes | No Pages 4, 5 & 17

Comment:

Category Comments:

2. PRE-WEEKEND: Leadership Training and Development

(Please check or fill in the correct answer. Comments are required for all 'No' and 'NA' answers.)

1. Was the Program Manual and EZRA used by the Weekend Leader to prepare the Team? Yes | No Pages 21, 24

Comment:

2. Was the Team Leader approved by the State Chapter Committee? Yes | No Page 29, 45

Comment:

3. Did the Team Leader attend an Advance Kairos Training (AKT)? Yes | No

AKT Date:

Year: | Month: | Day:

Pages 21, 44

Comment:

4. Were all Core Team positions filled by qualified volunteers as defined by the Program Manual? Yes | No Pages 50-52

Comment:

5. Did the Observing Leader identify and facilitate the needs of the Guest? (i.e. Transportation, child care and diets) Yes | No Page 73

Comment:

Category Comments:

3. PRE-WEEKEND: Team Composition and Formation

(Please check or fill in the correct answer. Comments are required for all 'No' and 'NA' answers.)

1. Has the Team Leader served in this capacity only once? Yes | No Page 48

Comment:

2. Did the Team Leader hand out Core Team Booklets and conduct two Core Team Meetings? Yes | No Page 62

Comment:

3. Were the spiritual tools used from EZRA? (i.e Spiritual Directors exercises) Yes | No Page 83

Comment:

4. Was the minimum required number of ordained clergy present at all trainings? Yes | No Page 83

Comment:

5. Were at least 1/3 of the Team first-time members? Yes | No Page 50

Comment:

6. Did the Team Leader adhere to the '3 on 1 off' rule in picking the Team? Comment:	Yes No	Pages 21, 132
<input type="text"/>		
7. Was there a minimum of 36 actual hours of Team Formation? Comment:	Yes No	Pages 10, 136-137 Page
<input type="text"/>		
8. Did all Team Members attend at least 75% of the Team Meetings? Comment:	Yes No	ACOP-Page 10 Manual-Pgs. 136-137
<input type="text"/>		
9. Were all talks and meditations previewed per outline and within the time limit according to the Program Manual? Comment:	Yes No	Pages 143-161
<input type="text"/>		

Category Comments:

4. WEEKEND: Program Implementation

(Please check or fill in the correct answer. Comments are required for all 'No' and 'NA' answers.)

1. Was the Program conducted as specified in the Program Manual? Comment:	Yes No	Pages 12, 21 & 24
<input type="text"/>		
2. Was the minimum required number of ordained clergy present all Weekend? Comment:	Yes No	Pages 36, 84
<input type="text"/>		
3. Was the Weekend conducted over a continuous 2½ Day period with no avoidable interruptions? Comment:	Yes No	
<input type="text"/>		
4. Was the Music Team effective in a manner consistent with the Program Manual and licensing requirements? Comment:	Yes No	Pages 94-96
<input type="text"/>		
5. Were all Guests hosted by a single Team Contact? Comment:	Yes No	Page 75
<input type="text"/>		
6. Were all Team Contacts attentive to their Guests on Friday evening? Comment:	Yes No	Pages 133-135
<input type="text"/>		
7. Was general and personal agape received and used during the Weekend? Comment:	Yes No	Page 22
<input type="text"/>		
8. Were Special Letters obtained and distributed according to the Program Manual? Comment:	Yes No	Pages 22, 179
<input type="text"/>		
9. Did the Team Leader hold all Team Meetings during the Weekend? Comment:	Yes No	Pages 163, 169, 170, 177
<input type="text"/>		

10. Friday: Were all Talks and Meditations presented according to the Program Manual (Content and time limit)?	Yes No	Pages 149-157
Comment: <input type="text"/>		
1. Meditation: Prodigal Daughter Was the Talk presented according to the Program Manual? Was the Talk completed within the Time Limit? Comment:	Yes No Yes No	Pages 143-147
<input type="text"/>		
2. Talk: Choices: How They Influence Our Lives Was the Talk presented according to the Program Manual? Was the Talk completed within the Time Limit? Comment:	Yes No Yes No	Pages 143-146, 148
<input type="text"/>		
11. Saturday: Were all Talks and Meditations presented according to the Program Manual (Content and time limit)?	Yes No	Pages 143-146 149-156
Comment: <input type="text"/>		
1. Meditation: I Am Worthy Was the Talk presented according to the Program Manual? Was the Talk completed within the Time Limit? Comment:	Yes No Yes No	Pages 143-146 149
<input type="text"/>		
2. Talk: Isolation and Rejection Was the Talk presented according to the Program Manual? Was the Talk completed within the Time Limit? Comment:	Yes No Yes No	Pages 143-146 150
<input type="text"/>		
3. Talk: The Church Was the Talk presented according to the Program Manual? Was the Talk completed within the Time Limit? Comment:	Yes - No Yes - No	Pages 143-146 151
<input type="text"/>		
4. Meditation: Accepting God's Forgiveness Was the Talk presented according to the Program Manual? Was the Talk completed within the Time Limit? Comment:	Yes - No Yes - No	Pages 143-146 152
<input type="text"/>		
5. Talk: Communication with God Was the Talk presented according to the Program Manual? Was the Talk completed within the Time Limit? Comment:	Yes - No Yes - No	Pages 143-146 153
<input type="text"/>		
6. Talk: Anger Was the Talk presented according to the Program Manual? Was the Talk completed within the Time Limit? Comment:	Yes - No Yes - No	Pages 143-146 Pages 154-155
<input type="text"/>		
7. Meditation: Forgiveness of Others Was the Talk presented according to the Program Manual? Was the Talk completed within the Time Limit?	Yes - No	Pages 143-146 156
<input type="text"/>		

12. Sunday: Were all Talks and Meditations presented according to the Program Manual (content and time limit) ? Comment:	Yes No	Pages 157-161
<input type="text"/>		
1. Talk: Home Environment Was the Talk presented according to the Program Manual? Was the Talk completed within the Time Limit? Comment:	Yes No Yes No	Pages 143-146 157
<input type="text"/>		
2. Talk: Relationships Was the Talk presented according to the Program Manual? Was the Talk completed within the Time Limit? Comment:	Yes - No Yes - No	Pages 143-146 158
<input type="text"/>		
3. Talk: Perseverance through Christian Community Was the Talk presented according to the Program Manual? Was the Talk completed within the Time Limit? Comment:	Yes - No Yes - No	Pages 143-146 159
<input type="text"/>		
4. Panel Discussion: When They Come Home Was the Talk presented according to the Program Manual? Was the Talk completed within the Time Limit? Comment:	Yes - No Yes - No	Pages 143-146 160
<input type="text"/>		
13. Was a group photo taken and distributed according to KPMI policy? Comment:	Yes No	
<input type="text"/>		
14. Were all Special Weekend Activities conducted according to the Program Manual? Comment:	Yes No	Page 9
<input type="text"/>		
15. Did the male volunteers adhere to the guidelines set forth in the Program Manual? Comment:	Yes No	Pages 53, 120 123
<input type="text"/>		
16. Was the Forgiveness Service conducted according to the Program Manual? Comment:	Yes No	Pages 87-93
<input type="text"/>		
17. Were the "Going Forth" booklets distributed and explained according to the Program Manual? Comment:	Yes No	Page 112
<input type="text"/>		
18. Was there closing prayer time on Sunday for Table Families? Comment:	Yes No	Page 180
<input type="text"/>		
19. Was the Closing conducted according to the Program Manual? Comment:	Yes No	Pages 181-182
<input type="text"/>		

Category Comments:

5. POST-WEEKEND: Continuing Ministry

(Please check or fill in the correct answer. Comments are required for all 'No' and 'NA' answers.)

1. Are the "Share, Witness, Action & Prayer (S.W.A.P.) Groups established according to the Program Manual? (Please use NA for Weekend No. 1)	Yes No NA	Pages 189-191
Comment:		
2. Is the First Reunion after the Weekend set up within the allotted time?	Yes No	Page 185
Comment:		
3. Are Reunions being held a minimum of four times per Year? (Please use NA for Weekend No. 1)	Yes No NA	Page 185
Comment:		

Category Comments:

6. POST-WEEKEND: Reports
 (Please check or fill in the correct answer. Comments are required for all 'No' and 'NA' answers.)

1. Did the Team Leader collect all Team Formation and Weekend Evaluations?	Yes No	Pages 57, 72
Comment:		
2. Did the Team Leader submit the Weekend Leader's Report for proper distribution in a timely manner?	Yes No	EZRA
Comment:		
3. What is the average number of Kairos Outside Guests attending weekly S.W.A.P Group Meetings?		<input style="width: 80px; height: 20px;" type="text"/>
Comment:		
4. What is the average number of Kairos Outside Guests attending monthly Reunions?		<input style="width: 80px; height: 20px;" type="text"/>
Comment:		

Category Comments:

Once you have completed this form, go to www.KairosEI.com and log in as the "Entry Person" to fill out your report on line. Make sure to watch the tutorial video for the "Entry Person."