

Tripod Interview Cards Training

Target audience: HR Professionals

Fee: EUR 240

Trainer: Liisa Raudsepp

Psychologist and
Coach

Author



The training gives knowledge and skills to use the Interview Cards provided by Tripod for **assessing personality strengths and risks**. Each participant will get a set of interview cards comprising:

- 🕒 A set of laminated cards containing sample interview questions
- 🕒 A booklet about asking questions, spotting body language and use of vocabulary
- 🕒 A marker pen for ticking questions

Program

12.30–13.45 **Five-Factor model** as a theoretical framework for the cards. Overview of the interview cards. Principles of designing questions.

Analysing the job position and **setting focus for the interview**: what do you want to know? Preparing for the interview.

Exercise: designing questions and interpreting the answers. Coding: what did I learn from the answer? How to continue if the candidate gives ambiguous answers and beats about the bush?

13.45–14.00 Coffee Break

14.00–16.30 **Interpreting non-verbal signs**: body language, use of vocabulary and values as references to personality traits.

Exercise: using questions to investigate traits, interpreting specific signs during interview.

TRAINER: LIISA RAUDSEPP

- Liisa is a Psychologist, Coach and Supervisor.
- Experience: interviewing and assessing 1000+ specialists and managers.
- Author of the interview cards by Tripod.
- University of Tartu: Psychology, MA
- Tallinn University of Technology: master's studies in progress.
- Member of board of the Association of Estonian Career Counsellors 2014-2016 and Estonian Supervision and Coaching Association 2018-2020.
- Holds a level 7 professional certificate, Professional Supervisor.



Tripod has 25+ years of experience in developing psychometric tests and providing assessment service to organisations in Estonia and Baltic States. The tests can be administered in five languages.

Assessment service – assessment provided by Tripod. Administration and feedback for both the candidate and the customer.

Licensed test use – 3-day **test user training programme** by Tripod will give you a licence for independent testing for two years. The licence can be extended by attending a follow-up seminar.

Tests provided by Tripod:

- Specialist's Mental Ability Scale **VVS/6**
- Specialist's Personality Inventory **NEO-TRI/2**
- Manager's Mental Ability Scale **MMAS**
- Manager's Personality Inventory **MPI**
- Visual Speed and Accuracy Test **VKT**
- Spatial Ability Scale **RVS** – to assess STEM and IT professionals

SAMPLE CARD: EMOTIONAL STABILITY

Questions to address the emotional stability of a manager candidate

EMOTIONAL STABILITY

EMS

- Everyone has stressful situations in their work. What are the main sources of stress for you at work?
- Can you please recall a situation in which people were not happy with your performance?
- If you need someone's input for your work but they do not keep their promises, how many times will you approach them?
- What kind of situations have been the most stressful in your work so far?
- What kind of situations have been the most stressful in the opinion of other people?
- Have you ever been criticised unjustly at work?
 - What did you do, how did you respond?

A1 Depression

- If something fails, people experience various feelings: guilt, embarrassment, shame, sadness, anger, etc. What is more characteristic of you?

A2 Helplessness

- When was the last time when you asked someone for help at work?
 - Who?
 - What kind of help?
 - What was the outcome?

A3 Irritability

- What upsets you most at work?
- What kind of people upset you most?
- Can you please give me an example... What did you do?
- Could you please think about the last time, when...