

**Ohio Association of Chiefs of Police  
Advisory Services**

**LEAD CONSULTANT INTERVIEW QUESTIONS**

- A. Advisory Services Offers An Assessment Center
- B. Organizational Questions
  - 1. Organizational Chart; Job Description; Task Analysis; Position Description; Classification Plan
  - 2. Number of Total Full-Time Employees
    - a. Number of Officers
    - b. Number of Dispatchers
    - c. Specials/Auxiliaries
    - d. Number of Part/Time Employees
  - 3. Department Rank Structure (number, area of responsibilities)
  - 4. Chief's Assessment of Department's Budgetary Status; Personnel Strength Status and Equipment/Support Status
  - 5. Other
- C. Relationships - Any Problems, Past or Present?
  - 1. Mutual Aid and Area Police Departments
  - 2. Prosecutor's Office, Law Director, Courts, Juvenile Court, Probation Dept., BCI & I, Federal L/E
  - 3. Mayor, City Manager, Council
  - 4. Local Business, Community Groups
    - a. Largest Employer(s)
  - 5. Local Media
  - 6. Union or Civil Service
  - 7. Minorities, Women
  - 8. Other

(continued)

D. Problems/Deficiencies - Past And Present

1. Within the Position; Within the Department
  - a. Internal Investigations
  - b. Union Problems/Grievances
  - c. Morale
2. What Type of Person Are You Looking For In This Position?
3. What Do You Anticipate The Major Challenges Will Be For The Successful Candidate In This Position?
4. Other

E. Chief's Operational Philosophy And Management Style

1. Other

F. Tour/Review The Department's Facility And Equipment

G. Tour/Review Facilities For The Assessment Process Location

H. Scoring of Candidate/Feedback To Client

1. What Weight Does The Assessment Center Process Have in the Total Promotional Process?
2. What Format is Preferred for the Final Report?
  - a. Rank Order?
  - b. Top 1? Top 2? Top 3?
  - c. Do you Want a Final Total Numeric Score?
  - d. Do you Want a % Score?
  - e. Do you Want Classifications (very ready, ready, not ready)?
  - f. Do you Want a Paragraph Synopsis on All of the Candidates? On Only the Top Candidate(s)?
  - g. Do You Want a Candidate Evaluation of Each Indicating Strengths and Areas for Improvement?