You are the director of a local library. You need to recruit a part-time assistant librarian. It will be a short–term contract to cover maternity leave.

You have three minutes to speak to the interviewees. You have to decide who you would like to employ. At the end of the interviews, you’ll be asked to explain who you chose, and why. Before you begin, think about and write down the situations/questions you are going to ask that will help you to determine if the candidate has the required qualities.

*Profile of the ideal candidate:*

*Book lover*

*Prepared to work flexible hours*

*Able to work well alone*

*Organized*

*Previous experience not essential, but desirable*