

## Interviews Guidance Notes for Candidates

### 1. Introduction

All applicants for Membership with certain exceptions are required to:

- attend an online interview or
- pass tests (Membership Examinations) administered by the Institute

to demonstrate their competence in the particular areas of public diplomacy.

The interviews are generally not required for below applicants:

<b>If Applicant:</b>	<b>Then an interview is:</b>	
Holds a Ph.D. degree	Generally not required	Generally not required Membership Examinations
Holds a master's degree in public diplomacy, PR, IR	Generally not required	Generally not required Membership Examinations
Holds a master's degree unrelated to the listed above subjects	Required with certain exceptions	Required Membership Examinations

### 2. Objectives of the Interview

The interview will be conducted so as to enable you to demonstrate that you have:-

- i. developed and proved your competence;
- ii. attained an understanding of the internal standards required of a public diplomacy practitioner;

iii. acquired an understanding of public diplomacy beyond your own area of expertise. This should include gender and environmental considerations.

You will be assessed on the criteria listed below:-

- Specialized knowledge
- Competence and Professionalism
- Independence and Awareness
- Communication
- Presentational Skills

### **3. The Interview**

Interviewers will bear in mind current legislation regarding equal opportunities and will judge applicants on their merit regardless of racial or ethnic origin, sex, marital status, age, or religion.

The Interview Panel will consist of two members of the Institute. Normally at least one member will have some knowledge of the candidate's area of expertise.

Interviews will last about 20 minutes.

At the start of the interview, you will be invited to give a five-minute presentation which demonstrates the personal contribution to one of the candidate's area of expertise in the field of public diplomacy:

- Sustainable Development diplomacy
- AI & Metaverse diplomacy
- Cultural diplomacy
- Culinary diplomacy
- Cyber diplomacy
- Diaspora diplomacy
- Education diplomacy
- Economic diplomacy
- Energy diplomacy
- Environmental diplomacy
- Health diplomacy
- Human Rights diplomacy
- Migration diplomacy
- Municipal diplomacy
- Parliamentary diplomacy
- Science diplomacy

- Sports diplomacy
- Water diplomacy

The Interviewers will ask you:-

- about your knowledge of the Institut de diplomatie publique,
- your reasons for joining the Institute,
- what your contribution to the work of the Institute might be , and
- your ambitions and aspirations for the future.

The interviewers will further explore your work history from the information provided on your application form.

The interviewers are not expecting you to have detailed knowledge of each of the areas of public diplomacy but they will presume you will be aware, could comment or have an opinion on those areas.

For those topics that are not your area of expertise, you will need to show awareness – key issues, brief insights, or opinions about the topic.

#### **4. Result of Interview**

You will be informed of the result of your interview, in writing, within 3 working days of the date of your interview.

6.2 The panel will recommend one of the following:

- a) That you be admitted to Membership
- b) That you be admitted to an alternative class of membership.
- c) That your application is rejected.

The interview panel's decision is final but if the candidate feels they have been unfairly treated, they should put their concerns in writing to the Director.