

Health Career Preparation

New for 2019-2020

This is a NEW event for the Middle School division only. Competitors are not required to show event guidelines at ILC.

Purpose To encourage HOSA members to become familiar with the interview process; to practice and refine interview skills; to articulate through writing why they are interested in a healthcare career; and to gain confidence in speaking with professional judges about why healthcare is the right career fit for them.

Description Competitors shall develop a written statement of interest regarding why they are interested in pursuing a health care career and how HOSA can assist them on this path. Competitors will also participate in an interview with a panel of judges to share their interests and future goals

Dress Code Competitors must be in official HOSA uniform or in proper business attire. Bonus points will be awarded for [proper dress](#).

- Rules and Procedures**
1. Competitors in this event must be active members of HOSA – Future Health Professionals and in good standing in the Middle School division ONLY (in grades 6-8 during the 2019-2020 school year).
 2. Competitors must be familiar with and adhere to the [“General Rules and Regulations of the HOSA Competitive Events Program \(GRR\).”](#)
 3. All competitors shall report to the site of the event at the time designated for the event orientation. At ILC, [photo ID](#) must be presented prior to each round of competing. **No proxies will be allowed for the orientation.**

Statement of Interest

4. Formatting the Statement of Interest:
 - a. Maximum of two (2) pages in length, single-sided
 - b. 8.5 x 11” paper
 - c. Arial, 12 point font
 - d. Double spaced
5. Contents of the Statement of Interest: The Statement of Interest should include answers to the following questions:
 - a. Why do you want to pursue a career in healthcare?
 - b. What specific field of healthcare are you interested in?
 - c. How did you get intrigued with healthcare?
 - d. How can HOSA play a role in helping you reach your goals?
6. Statement of Interest must be submitted in English for judging.

7. The competitor prepares three (3) copies of the Statement of Interest to bring to the conference and submit during their assigned appointment time.

The Interview

8. Competitors shall report to the required orientation for the event. At ILC, [photo ID](#) must be presented prior to competing. At orientation, competitors will be given a specific interview appointment time to return for judging.
9. Competitors shall report to the site of the interview at the given appointment time. No materials other than the Statement of Interest may be taken into the interview. The section leader shall introduce the competitor by name to the judges.
10. In the Job Seeking Skills, Interviewing Skills and Health Careers Preparation events only, handshakes between judges and competitors are allowed. In this event, handshakes are allowed both at the beginning and end of the event.
11. Interview questions asked of the competitors will be similar to the questions addressed in the Statement of Interest. Competitors should be prepared to introduce themselves, speak about why they are interested in healthcare, what parts of healthcare they are interested in, how they got intrigued in healthcare, future career goals, what role HOSA can play in reaching their goals, what they are most excited about in the healthcare field, etc.
12. The questions asked during the event are considered to be a secret topic. Professional ethics demand that competitors DO NOT discuss or reveal the secret topic for ANY event until after the event has concluded. Violation of the ethics rules will be severely penalized per [the GRRs](#).
13. The interview will be conducted for a maximum of four (4) minutes. The timekeeper shall present a flash card advising the competitor when there is one (1) minute remaining. The competitor will be excused and judges will be given an additional four (4) minutes to complete the rating sheet.
14. In the event of a tie, a tie breaker will be determined by the areas on the rating sheet section(s) with the highest point value in descending order.

Competitor Must Provide:

- Three copies of Statement of Interest (brought to assigned appointment time)
- [Photo ID](#)
- Watch with second hand (optional)

FOR SPECIFICS ON EVENT MANAGEMENT SEE [MANAGING COMPETITIVE EVENTS](#)

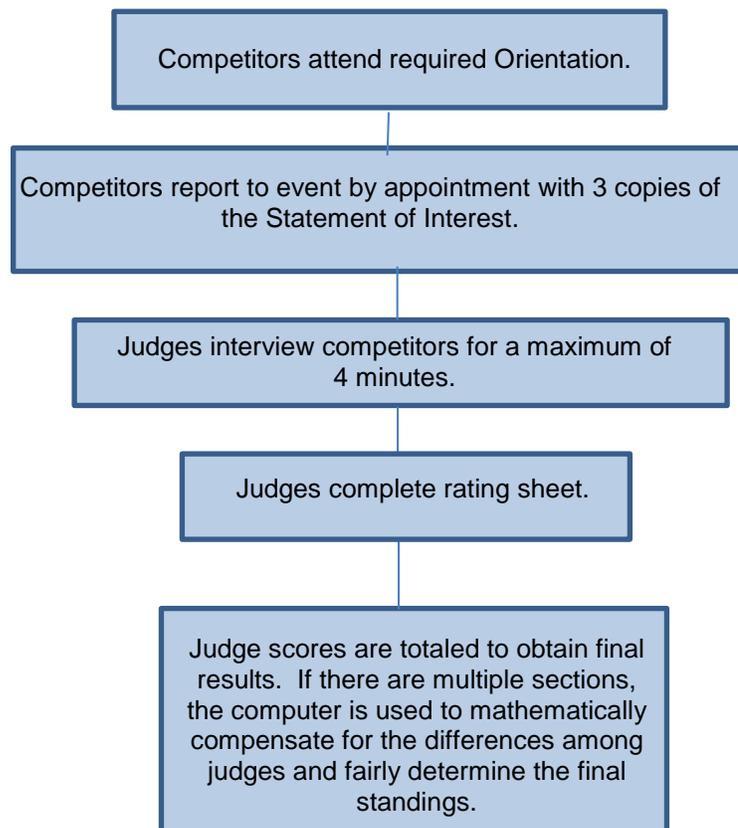
Required Personnel:

- One Event Manager
- One Judge Manager (JM) to provide quality assurance for the event by ensuring that the guidelines are followed and all event documents are complete.
- Event assistants as needed

Facilities, Equipment and Materials:

- One room to accommodate the total number of competitors (see [HOSA Room Set](#))
- Tables/chairs or schoolroom desks/chairs for total number of competitors
- Table/chairs for event personnel to provide for registration and materials distribution
- List of competitors for check-in
- Timer or clock
- Evaluation Forms – competitor and personnel
- #2 lead pencils with eraser to complete evaluations (event personnel)
- List of interview questions for the judges (secure item)
- Large envelopes to hold Statement of Interest – 1 per competitor
- Expandable file or box to collect and hold paperwork (envelopes)

Event Flow Chart



HEALTH CAREER PREPARATION

JUDGE'S RATING SHEET

Section # _____ Judge's Signature _____

Competitor # _____ Division: MS _____

| Items Evaluated | | | | | | |
|---|---|--|--|---|---|----------------|
| <p>A. No partial points are given in Section</p> <p>All four items MUST be completed to receive 30 points.</p> <p>If any portion is missing, Section A is scored a 0.</p> <p>For more information on the all/none points, please visit: http://www.hosa.org/judge</p> | <p>Points for following Guidelines:</p> <p><input type="checkbox"/> Three (3) copies of Statement of Interest submitted</p> <p><input type="checkbox"/> Statement of interest is two pages, on 8.5 x 11" paper, Arial, 12 point font, and double spaced</p> <p><input type="checkbox"/> Statement of Interest is submitted in English</p> <p><input type="checkbox"/> No additional materials used during interview</p> <p style="text-align: center;">All or nothing: 30 points</p> <p style="text-align: center;">or</p> <p style="text-align: center;">0 points</p> | | | | | |
| B. Statement of Interest | Excellent 10 points | Good 8 points | Average 6 points | Fair 4 points | Poor 2 points | JUDGE SCORE |
| <p>1. Organization</p> | <p>The Statement of Interest includes an excellent introduction, body and conclusion paragraphs. It flows smoothly and is very organized. It stands out above others.</p> | <p>Most of the organization is appropriate, but there are a few small changes that could be made to make the Statement of Interest better to the viewer.</p> | <p>Some of the organization is correct, but there are a couple major problems that are rather distracting to the viewer.</p> | <p>An attempt was made to organize the Statement of Interest, but there are still significant problems that distract the viewer from reading it from top to bottom.</p> | <p>The Statement of Interest has little to no organization, which could mean inconsistent fonts, no separation of paragraphs, or improper ordering of topics.</p> | |
| <p>2. Content</p> <p>Content of the Statement of Interest should include:</p> <ul style="list-style-type: none"> • Why do you want to pursue a career in healthcare? • What specific field of healthcare are you interested in? • How did you get intrigued with healthcare? • How can HOSA play a role in helping you reach your goals? | <p>The Statement of Interest includes excellent and thoughtful answers to all 4 questions asked of the competitor per guidelines listed left. It makes for a great introduction and the judges feel like they have a real sense of who the competitor is.</p> | <p>Quality answers for 3 of the 4 questions is included in the Statement of Interest.</p> | <p>Quality answers for 2 of the 4 questions is included in the Statement of Interest.</p> | <p>Quality answers for 1 of 4 of the questions is included in the Statement of Interest.</p> | <p>The Statement of Interest does not answer any of the 4 questions.</p> | |
| | Excellent 5 points | Good 4 points | Average 3 points | Fair 2 points | Poor 1 point | JUDGE SCORE |
| <p>3. Neatness, spelling, grammar</p> | <p>There are no spelling or grammatical errors throughout the entire Statement of Interest</p> | <p>There are 1-2 minor misspellings or grammatical errors that will be easy to fix to make it appeal to the viewer.</p> | <p>There are 3-4 spelling or grammatical errors in the Statement of Interest.</p> | <p>There are 5-6 spelling or grammatical errors present in the Statement of Interest</p> | <p>There are 7 or more spelling or grammatical errors in the Statement of Interest.</p> | |

| C. Interview | Excellent 10 points | Good 8 points | Average 6 points | Fair 4 points | Poor 2 points | JUDGE SCORE |
|---|--|--|---|---|--|----------------|
| 1. Introduction/first impression | Greeting is excellent, shook hands and engaged professionally with the interview upon arrival. Great first impression! | Greeting is good, handshake was appropriate but didn't stand out amongst competition. | Greeting is appropriate, but didn't shake hands or didn't shake hands correctly, conversation is appropriate. | Average greeting did not shake hands with interviewer, conversation is not engaging or there was no conversation. | Poor first impression. Candidate did not shake hands or try to engage with the interviewers. | |
| 2. Content of answers Interviewers are looking for answers with the following criteria: <ul style="list-style-type: none"> • Candidate shows willingness to volunteer information • Responds appropriately to every question. • Sounds professional in choice of vocabulary and descriptions. | The competitor showcased each of the three criteria in their answers with confidence. The responses left the judges with a very clear picture of the competitor's career goals, aspirations, and plans for the future. | Most questions were answered honestly, thoughtfully and thoroughly using professional language and tone, but content lacked the wow factor to make the competitor stand out from others. The competitor covers 2-3 of the interview answer criteria. | The competitor provided answers to the questions asked but does not provide a clear picture of their career goals. The competitor covers 2 of the interview answer criteria. | Some questions were answered thoughtfully, but the interview was underwhelming. Covers 1 or fewer of interview criteria. . | Most questions were answered inappropriately, didn't elaborate on answers Covers none of the interview criteria. . | |
| 3. Confidence, maturity, enthusiasm | The competitor exhibited great confidence throughout their interview. There is a genuine excitement about healthcare and HOSA and they conducted themselves with maturity. They would make a great future health professional! | The competitor interviewed with confidence. They were excited to share information about their future career of interest. | The competitor exhibited some level of confidence in his/her interviewing ability but seemed a little nervous. Next time they will do incredible! | The competitor appeared to be nervous and anxious about the interview. It was evident they were excited to be here; they just need more practice with interviews. | The competitor's nerves got the best of them. They were not able to showcase their best work in the interview. They should keep trying! | |
| 4. Closing | The competitor maintained composure throughout the interview, thanked the judges and shook hands as they departed. | NA | The competitor remained professional throughout the interview. | NA | The competitor did not maintain composure throughout the interview & forgot to thank the judges at the end. | |
| D. General Characteristics | Excellent 10 points | Good 8 points | Average 6 points | Fair 4 points | Poor 2 points | JUDGE SCORE |
| 1. *Diction and **articulation | The competitor speaks clearly, enunciates words. Clear, crisp speech which is easy to hear and understand. | The competitor enunciates most words clearly and is easily understood. | The competitor speaks clearly, minimal instances when they mumble or do not enunciate their words. | The competitor mumbles some of the time and speaks at a low volume. The interviewer must ask the candidate to repeat themselves. | The competitor mumbles, speaks softly, and is hard to hear. Interviewer is unable to hear or understand all or part of the responses to the interview questions. | |
| 2. Eye contact, poise and posture | The competitor displays comfortable eye contact, displays confidence in their demeanor; sits up straight throughout interview. | The competitor makes eye contact most of the time, sits up straight and conducts themselves with confidence. | The competitor displays some eye contact but looks down or to the side of the interviewers. | The competitor makes limited eye contact and does not display good posture. | The competitor does not make eye contact with the judges. They slouch during the interview. | |
| Total Points (115): | | | | | | |