

ngdp Situational Judgement Questionnaire: Sample Questions

ngdp Competencies

The ngdp's situational judgement questionnaire has been designed to measure the following key skills and behaviours. These are not conditional on your prior work or life experience, but they will show you what it's like to work in a local council.

Working with others

The ability to operate effectively with others that demonstrates an understanding of diversity, political sensitivity, and emotional intelligence. To be able to bring people together in order to achieve the benefits of change meeting customer/stakeholder expectations on time and within cost constraints.

Persuasive communication

The ability to communicate persuasively with confidence both orally and in writing demonstrating the ability to influence and appropriately chose the right style of communication to fit the audience.

Planning and organisation

The ability to manage time and prioritise work effectively to achieve objectives and deliver outcomes focusing on the relevant key drivers for change.

Drive for results

The ability to act on own initiative and take responsibility for decisions to achieve results. This is demonstrated with a tenacity to pursue of goals and challenge the status quo to bring about change.

Analysis and problem solving

The ability to identify, analyse and interpret relevant information from a range of sources to solve complex people/community centric problems and develop well-informed solutions.

Motivation for learning and personal resilience

The ability to proactively seek out opportunities for personal learning and development; the mental resilience to cope with change and then combine the two to learn from all experiences and apply knowledge / skills to better effect.

Commitment to local government and the wider community

The ability to understand the needs of a local community in the current policy context and the leadership role local government has through local democracy, community engagement, commissioning, partnerships, and direct interventions.

Leadership potential

The ability to demonstrate an understanding of the key aspects of transformational leadership and how this is applied in current context of leading local government through times of unprecedented change.

Competency: Working with Others

Question: You are working with a local museum that you know is about to be restructured. You are visiting the museum one day, when several employees approach you to ask about how the restructure will impact them. You do not know for certain, but have a strong idea who will be impacted. How do you respond?

- A)** Tell them that you do not know much, but you will speak with your manager to try to provide new information.
- B)** Avoid talking with them on the subject, as there is a real risk of providing false information.
- C)** Speak to each employee one to one to explain the situation and how it might impact them.

Correct answer: (A) Tell them that you do not know much, but you will speak with your manager to try to provide new information.

OK answer: (B) Avoid talking with them on the subject, as there is a real risk of providing false information.

Poor answer: (C) Speak to each employee one to one to explain the situation and how it might impact them.

Competency: Persuasive Communication

Question: You are working on some data analysis related to local population numbers. You have asked the data team for the appropriate information, but they say it is not readily available, and that it will be difficult for them to get hold of. How do you respond?

A: Work with what you have already instead, using estimates where needed in order to run your analysis.

B: Involve the relevant senior stakeholders immediately, to ensure you can start your analysis quickly.

C: Emphasise that you need the data, and that you're sorry for the inconvenience it will cause.

Correct answer: (C) Emphasise that you need the data, and that you're sorry for the inconvenience it will cause.

OK answer: (B) Involve the relevant senior stakeholders immediately, to ensure you can start your analysis quickly.

Poor answer: (A) Work with what you have already instead, using estimates where needed in order to run your analysis.

Competency: Planning and Organisation

Question: In a new placement, you are finding that there are plenty of small tasks but overall there's not as much to do as your last placement. How do you react?

A: Focus on getting all your tasks done to a strong level, then once you've done this ask for further tasks.

B: Prioritise your workload to check you can get through it, then if you have spare capacity let your manager know.

C: Immediately speak to your manager saying that you won't have enough work to do and ask for more.

Correct answer: (B) Prioritise your workload to check you can get through it, then if you have spare capacity let your manager know.

OK answer: (C) Immediately speak to your manager saying that you won't have enough work to do and ask for more.

Poor answer: (A) Focus on getting all your tasks done to a strong level, then once you've done this ask for further tasks.

Competency: Drive for Results

Question: You are attending a meeting to discuss a topic that you covered on a previous placement. A lot of the content will be the same. How do you prepare for this meeting?

A: Take time reading over all the work you did in this area previously to ensure you are prepared.

B: Think about all your successes in this area previously, so that you can share them to gain credibility in the meeting.

C: Ask others about how this topic relates to your current placement, and use this to prepare further.

Correct answer: (C) Ask others about how this topic relates to your current placement, and use this to prepare further.

OK answer: (A) Take time reading over all the work you did in this area previously to ensure you are prepared.

Poor answer: (B) Think about all your successes in this area previously, so that you can share them to gain credibility in the meeting.

Competency: Analysis & Problem Solving

Question: You have been asked to review the business processes that an internal admin team uses, as it is believed that a lot of these processes are more complex than they need to do. It is clear there is a lack of clarity from the admin team over why you are there. How do you approach this task?

A: Meet with the admin team to show them 'what good looks like', then ask for their input.

B: Ask to speak to the manager of the team to sit and observe the tasks that are done.

C: Interview the admin team over the telephone to understand their insights.

Correct answer: (A) Meet with the admin team to show them 'what good looks like', then ask for their input.

OK answer: (B) Ask to speak to the manager of the team to sit and observe the tasks that are done.

Poor answer: (C) Interview the admin team over the telephone to understand their insights.

Competency: Motivation for learning and personal resilience

Question: Alongside other graduates, you are presenting back a report at the end of a project. This is to a leadership team. They are asking difficult questions, suggesting that you may not have thought about some aspects of the report. You don't have immediate answers. How do you respond?

A: Repeat the key information from the report, to reinforce your messages in the face of the feedback.

B: State that they are making some good points, and listen to their feedback and questions.

C: Be clear that you've thought your report through in depth and that the criticism isn't directly relevant.

Correct answer: (B) State that they are making some good points, and listen to their feedback and questions.

OK answer: (A) Repeat the key information from the report, to reinforce your messages in the face of the feedback.

Poor answer: (C) Be clear that you've thought your report through in depth and that the criticism isn't directly relevant.

Competency: Commitment to local government

Question: You have been working hard on creating some written content for use by a local library. As you approach completion, a colleague asks if they could be involved. They raise several ideas that would cause you to rework what you've done so far. How do you respond?

A: Listen to their ideas and consider how you could incorporate them, explaining also the benefits of your own approaches.

B: Explain that you are almost finished, and that you will take on board their ideas for future projects but not this one.

C: Incorporate all of their ideas to help benefit the project, asking them to become involved in this.

Correct answer: (A) Listen to their ideas and consider how you could incorporate them, explaining also the benefits of your own approaches.

OK answer: (C) Incorporate all of their ideas to help benefit the project, asking them to become involved in this.

Poor answer: (B) Explain that you are almost finished, and that you will take on board their ideas for future projects but not this one.

Competency: Leadership Potential

Question: You are leading a team on a tough project reviewing local social care. While the team are working hard, a few of the key objectives are being missed, and you feel this could be avoided. There is still plenty more to do to complete the project. What do you do?

A: Meet with the team as a whole to discuss the errors and explain that they need to be improved upon.

B: Meet individually with team members about issues and figure out how you can remedy and prevent reoccurrence.

C: Focus on the positive progress with the team, to ensure they stay happy and focused on the outcome.

Correct answer: (B) Meet individually with team members about issues and figure out how you can remedy and prevent reoccurrence.

OK answer: (C) Focus on the positive progress with the team, to ensure they stay happy and focused on the outcome.

Poor answer: (A) Meet with the team as a whole to discuss the errors and explain that they need to be improved upon.

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