

Sample Interview Script

Section 1: Lay the Groundwork for the Interview

Excerpt from U.S. Department of Education 2007, pages 183–92.

Introduce Yourself	Hello, my name is _____. I work with the Migrant Education Program. ¹ It is a program that is provided through the school that could help you or your children with their education. If I can speak to you for a few minutes about your family and your work, some members of your family might be eligible for services. Even if you are not eligible, I know of some other helpful programs that I can tell you about.
Build Rapport	<i>[Look for connections that you can make with the family. For example, did your children go to the same school that the children attend? Finding something positive to say about the parent or child may also help to put the family at ease.]</i>
No Children	If you don't have any children, I might be able to tell you about some programs that could help you with your education.
Credentials	Here is my identification (or business card). It shows that I work for the Migrant Education Program.
Not in Sales	I am not selling anything. In fact I have some things I would like to give you for free. Here is a brochure about the Migrant Education Program and <i>[give the family other free promotional items like the school's student handbook]</i> .
Privacy	The information you share with me is private, and will be used for educational purposes only. I don't share information with other agencies or government departments unless I have your permission to do so.
Better Time	Is this a good time to talk? I can talk with you at another time if that would be more convenient.