

QUESTIONS TO ASK IN AN INTERVIEW

PREPARE TO ASK AT LEAST FIVE QUESTIONS AT THE END OF THE INTERVIEW

Is this a new position or a recent opening?

- This can give you insight into why there is an opening. (i.e. is the department growing? High turn over rate? Is this position a starting point for future growth?)

Is there just one open position or multiple?

- Again, this gives you more insight into the team dynamic and potential insight into the growth of the department

What is the typical career path for this role?

- Gives you an idea of what your potential career path could be if you get this role.

What is the caseload or project load?

- Consider what you know about this role, does the caseload or project load sound reasonable to you?

What size team will you work on and what percentage of my day would be spent working with others vs. working independently?

- Is this a smaller or larger team? This will help you understand what the collaboration and work environment are like.

Can you walk me through a typical day or week in this role?

- Consider the business hours as well. Do they expect you to work nights or weekends?

How would you describe the work environment and culture?

- Can you see yourself working in that environment or culture?

Are there professional learning development opportunities?

- Consider areas for potential growth and added skills/knowledge. Are these apart of the training process for new employees? Is this required or optional?

What does success look like and how do you measure it?

- This can help you understand what the expectations of the role are and how you will be held accountable for them. Are there specific goals or deadlines you have to meet?

What would you consider the most challenging part of this role?

- Allows the interviewer to honestly answer about potential challenges you will have. How will they support these challenging aspects?

What would you consider the most rewarding part of this role?

- Gives the interviewer space to share their passions and positives to this role or company.

Next steps in the interview process?

- This gives you an understanding of what is expected of you, if anything else, and where they are at with other interviewees.

When do you hope to make a decision and will I hear back either way?

- Write this down so you have an idea of when you will hear back.

What is the anticipated start date?

- Make sure this timeframe aligns with your availability.