

# STETSON UNIVERSITY

## Suggested Interview Questions

1. What aspects of your job do you consider most crucial?
2. Describe a situation where your work or an idea was criticized.
3. Have you done the best work you are capable of doing?
4. What are problems you might have regarding getting along with others?
5. Why do you want this position?
6. Why should you be hired?
7. What can you provide Stetson that someone else cannot?
8. What is your greatest strength?
9. What is your greatest weakness?
10. What are the reasons for your success in your profession?
11. Describe how your current job relates to the overall goals of your last job.
12. What did you like/dislike about your department and the organization?
13. Why are you looking to change jobs?
14. What have you learned from previous jobs you've held?
15. As you reflect on your career thus far, is there a particular decision or situation that you'd like to do over?
16. What would you like to be doing five years from now?
17. What are your biggest accomplishments?
18. How do you organize and plan for major projects?
19. Tell me how you moved up through your organization.
20. What interests you most about this job?
21. Describe a difficult problem you've had to deal with.
22. What will your references say about you?
23. What types of decisions did you make on your last job?
24. How do you handle stress/tension?
25. What are some things that bother you?
26. Tell me about your ability to adapt to change.
27. How do you take direction?
28. Tell me about the last time you felt anger on the job.
29. Would you like to have your boss' job? Why or why not?
30. How do you maintain balance between your professional life and your personal life?
31. How long have you been looking for another position?
32. Have you ever been fired? If so, why?
33. In what ways has your job prepared you to take on greater responsibility?
34. As you consider this job, what is one thing you need to know about me (as your supervisor)?
35. Tell me about yourself.
36. What kinds of things do you worry about?

# STETSON UNIVERSITY

## Interview Questions and Evaluating Responses

1. What do you know about our university? Provide your top-line analysis.
  - a. Look for: Initiative, analytical ability, values, confidence, Mission understanding
2. Walk us through the first 5 things you would do if given this position, or another version is, what would be the top 5 things on your “to do” list in your first month at Stetson?
  - a. Look for: Strategic thinking, prioritization skills, execution style
3. What 3-5 things do you need to be successful in this role? What are the deal-killers?
  - a. Look for: Culture fit, expectations, work style
4. Talk about a time that you took a risk and failed, and one where you took a risk and succeeded. What was the difference?
  - a. Look for: Risk-taking ability and tolerance, self-awareness, honesty
5. Tell me about one of your proudest moments at work.
  - a. Look for: Drive, personal motivators, preferred work style
6. What do you want from your career two jobs from now, and how does this position help you get there?
  - a. Look for: Initiative, long-term thinking, self-awareness, personal motivators, professional development expectations, longevity
7. When did you realize this would be your career?
  - a. Look for: Fit between the candidate’s values and the culture of Stetson, work ethic, motivations, etc.
8. What motivated you to apply for this position?
  - a. Look for: Knowledge of Stetson, gives insight into motivation
9. Talk about a time you had to overcome major obstacles.
  - a. Look for: Past performance indicators and thought processes
10. Tell me about a time you had a disagreement with a coworker.
  - a. Look for: Relationships and communication style
11. How would you go about helping this institution's efforts to welcome everyone in the community and our commitment to non-discrimination?
  - a. Look for: Understanding and desire to welcome everyone in the community and commitment to non-discrimination

12. What is your teaching philosophy?
  - a. Look for: There is no right answer here, except to show that the candidate takes teaching seriously and has given it some thought
13. If we were to come into your classroom, what would we see? What do you do that is unusual or particularly effective?
  - a. Look for: How do they engage the students
14. What strengths do you bring to the University, and particularly our department, if you were to be hired?
  - a. Look for: Collegiality, working well with people, good rapport with students, offer technical expertise, research, etc.
15. How have you gone about making your research relevant to communities outside of the university?
  - a. Look for: Candidate engagement with the larger community
16. Please give an example of how you have incorporated inclusive pedagogy in your teachings?
  - a. Look for: An understanding of the importance of an inclusive curriculum, incorporated into their practice