

# Interview Tips



## GO BEYOND THE HOMEPAGE

Do research on the agency before you arrive for the interview. Review the agency's website. Get your questions about their work ready before you go into your interview. Learn about the agency's mission, population served, and the services they provide.

## YOUR GOALS



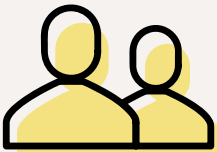
Write a list of your learning goals. Some sites will have more opportunities for specific kinds of practice than others, so knowing your own goals will help you figure out the questions to ask during your interview to gauge whether it will be a good fit. Decide if you want to learn about working directly with clients, case management, or how to be involved in policy practice.

## STRENGTHS



Plan on ways to highlight how you will be a good learner in your experience. Many students get worried about the fact that they don't have a lot of experience in social work going into their interviews. Sites are more interested in learning about how you will approach new experiences, how you will stay flexible in your learning, and what you will do to help yourself learn necessary skills.

## DURING THE INTERVIEW



- Dress professionally.
- Be polite and maintain eye contact.
- Be prepared to answer agency questions (see below).
- Be prepared to ask the agency questions (see below).
- At the end of the interview, thank them for their time.
- Follow up with a written thank you to reiterate this message (hand written note or email).

### Questions for Agency

- How are the clients referred to the agency?
- Is there an orientation offered and safety training?
- Describe a typical day for an intern.
- In what settings would an intern be working with clients (agency based, home visits, etc.)?
- To what extent do interns collaborate with other agencies or professionals?
- What are the scheduling requirements of the placement?
- What characteristics or skills do you value in an intern?
- Who will be providing 1-hour weekly supervision and how will this be delivered?

### Questions from Agency

- Why did you choose this agency and how does this agency align with your interests?
- What do you hope to learn from this internship?
- What strengths do you have and what areas would you need further development?
- Provide an example of how you handled a challenging situation with a client/or supervisor.
- What is your experience with agency paperwork and how do you feel about it?
- How would you go about locating community resources in a community you were not familiar with?
- Describe a time when you worked with a team and describe this experience.