

**VIRTUAL  
CAREER DAY  
April 23, 2020**



**NAVIGATING THE APPLICATION PROCESS**

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Info Session Link: [https://youtu.be/g0GbaOP\\_bZw](https://youtu.be/g0GbaOP_bZw)

What should an interviewee know about a school, or district, prior to the interview?

1. Know the demographics
2. Find some strengths to know about the building
3. Know the basics about their report card
4. If you can make a personal reference to someone that works in the school do so
5. Check out their social media accounts in case there is something you can casually reference throughout the interview

You are interviewing the school as much as they are interviewing you. You want to find the right fit for you. What does the principal believe in? What is the culture like at the school? Is there stability in the district, both financial and staffing?

What are three things you look for in a candidate?

1. Confidence - You have to sell yourself. What are your strengths? How can you help my building or district?
2. Personality - Are you a team player? Will students like you? Will your peers want to collaborate with you?
3. Work ethic - Are you all in? Do you want to get involved?

Are your interviews conducted by a committee, then handed up to superiors, or vice versa?

Our HR does an in person screening as well as using the online fit through applitrack. <https://www.applitrack.com/euclid/onlineapp/default.aspx>

For secondary positions, administration, department chair and possibly one other teacher sit in for the interview. We call references. The principal has the final decision on who gets hired for their building.

Are your interviews scripted? Are the questions asked in a specific order typically?

We do have a script for our interviews. This allows for consistency. However when I interview, I often ask follow up questions and jump in to dig deeper. I want to see that you can think on your feet. How quick can you respond to a follow up question? That is what it will be like in a classroom.

What's your favorite, or "go to" interview question?

1. Why do you want to be a teacher? While it sounds so simple, please don't give me the answer of it's what I have always wanted to do. Give me real examples. Talk from the heart. I will know if you are genuine or not.
2. Also a question that deals with you being challenged behaviorally by a student. How do you react? Do you make it personal?

What are the things that impress you most about some interviewees during an interview?

I like it when the interview becomes a conversation amongst professionals. The personality of the candidate allows this to happen. It takes confidence and humor to pull this off. Will you ask me a question during the interview as a follow up or will you wait until the end to ask me one of your pre-developed questions that you feel obligated to ask.

What questions are appropriate for an interviewee to ask during or at the end of an interview?

- During the interview please ask follow-ups to my questions but do it after answering for yourself.
- Ask about the staff culture
- About collaboration and support amongst staff
- Ask about opportunities for you to get involved.
- Ask me what I think makes my building special

How important is it for an interviewee to follow up in some way post-interview?

- It is a professional touch but certainly not a deal breaker
- The pre contact after applying is more beneficial. Get your name out there.
- Use any contacts possible to get yourself an interview. GO GET YOUR JOB.
- Chances are I already know if I want to hire you or not as soon as you walk out. The follow up letter or email will most likely come after I have made up my mind about you.

First year on the job

- Ask your principal for help. A good way is to say, "can you point in the right direction to another staff member who can support me with..." It shows your professionalism and confidence to want to improve or learn something new while taking the pressure off the principal to take the time to assist. You are also helping that principal recognize a veteran teacher for their expertise. This is a win-win for everyone and allows you to help contribute to a professional collaborative climate in the building.
- Don't get caught in the gossip/drama. Find positive people to be around. This is a lesson in life.
- Get involved but don't overextend yourself. If you plan to coach, PLEASE remember that you are there to teach. Don't allow coaching to interfere with your teaching duties.
- IF YOU don't like the climate in a building after the first year I strongly encourage you to privately look for another job. This is your life and career.