

FIELD PLACEMENT INTERVIEW TIPS

BEFORE THE INTERVIEW

RESEARCH THE AGENCY

Check the website. Understand the mission, programs, history, clientele, location, etc... Be aware of news and current events within the agency. Prepare for the interview as you would do so for any professional job interview.

- Keep your Field Director abreast of the interview schedule with the agency.
- Conduct an inventory of responsibilities and resources which will influence your engagement in field education. Field Directors are seasoned in supporting students navigate this process and recognize it can feel confusing and daunting at times. Regular communication best supports collaborative problem solving that leads to successful placement and fruitful field education experiences. Review the article, [Field Placement: Are You Fit? How Is Your Practice Stamina?](#)

ACT PROFESSIONALLY

- Dress as you would for a professional job interview. Arrive early. Bring a copy of your resume.

PRACTICE INTERVIEWING

- Prepare concrete examples of your strengths and experiences to showcase your skills.
- Practice out loud in front of a mirror or with a friend.
- Create a good first impression. Introduce yourself and establish rapport with the interviewer.

DURING THE INTERVIEW

QUESTIONS YOU MAY BE ASKED

Be prepared with thoughtful responses to these potential questions. You are interviewing as a student; you are not expected to have the experience and answers required of a job interview. Take deep breaths and just be your authentic self.

- Tell me about yourself.
- Why are you interested in this placement? What types of opportunities would you like to engage? What is your understanding of our work and our mission? How does that fit with your interests?
- What previous experiences do you have that makes you a competitive candidate here?
- What are your strengths? Areas needing improvement? Long-term career goals?

QUESTIONS FOR THE INTERVIEWER

Be mindful not to bombard the interviewer with all of these questions at once, rather, be listening for responses during the course of your conversation. If any information was left out, ask specific questions that are important to you.

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- Clarify onboarding requirements/processes (Clearances, drug/health screenings, orientation etc...)
- What are dress code expectations for interns?
- Schedule of days and times.
- What tasks will I be expected to perform? What types of experiences can I expect to have?
- What populations would I be working with and what types of challenges are typical?
- Is off site travel expected? How often? Will I need to use my car? Is parking available? Fees?
- Am I expected to work on Widener's scheduled holidays and breaks?
- If I miss a scheduled field day, will I be permitted to make it up? If so, when?
- Who will be my immediate supervisor assigning tasks? Will this person serve as the Field Instructor and provide my supervision for at least one hour weekly? If not, who will?
- Does the agency offer additional learning opportunities, student seminars, in-service trainings, workshops, and / or group supervision?
- Are there opportunities for association, consultation, or networking with professionals or other agencies in the field?
- What experiences, skills, characteristics do you see as useful in a student at this agency?
- Is there a work station set aside for students? Will there be other interns? Which disciplines?
- Be sure to mention and discuss any personal restrictions, constraints, or special accommodations you might have that could impact the work to be performed.

CLARIFICATION ABOUT ACCEPTANCE

Ask how and when you will be notified regarding the agency acceptance decision. Please recall the expectation is that students accept offers made, unless some extreme and unforeseen issue leads to a discussion between student and a member of the field team.

AFTER THE INTERVIEW

FOLLOW UP

- Send a thank you note or email to your interviewer and all others involved in your interview process and cc your Field Director on that correspondence.
- After the agency has presented you with an offer or declined to offer you a placement, notify the field office immediately.

This information was adapted from the University of Michigan School of Social Work