



# Search Committee Questions

Interviewer Name:

Date:

Candidate Name:

Position Title:

## *Main Interview Questions:*

1. Tell us about yourself and why you feel you are the best candidate for this position and Sweet Briar College.
2. What is the greatest contribution you would bring to {Department Name} as the {Position Title}?
3. What is the primary thing about Sweet Briar College and/or the position that caused you to apply?
4. What are your long term goals and plans for your career, and also for the {Department Name} if you were selected for this position?

## *Competency, Leadership & Teamwork Questions:*

5. How do you stay current with the issues facing today's college student?
6. What major initiatives or projects have you implemented that were successful in terms of increasing the effectiveness of your department? What lessons did you learn from these initiatives?

Questions may be added or edited in relation to job specific responsibilities or needed experience, in conjunction with the search committee and Human Resources Department as applicable.

7. Please tell us about your philosophy of leadership and how that applies to the position of {Position Name}?
8. Please describe your philosophy regarding administrative leadership and provide an example of a time in current or previous employment where you played a role in resolving conflict with your administrative leadership.
9. What skills do you feel recent college graduates are missing, and how would you use your role as {Position Title} to bridge this gap and help students learn these skills?
10. How have you worked in current or previous positions to promote and maintain diversity and inclusion among the student body, and faculty/staff?
11. What challenges do you anticipate in this role, in regards to the demographics of the Sweet Briar College community?

*Conclusion Questions:*

12. If you were on the hiring committee for this position, what combination of experience, expertise, and credentials would you consider critical for a candidate to possess to be successful in this role? How strongly would you rate yourself in those areas you identified?
13. Is there anything else you would like to tell us about yourself or your experience?
14. What questions do you have for us?

Additional Observations/Comments:

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