

Informational Interviewing

Informational interviewing is an important piece of the networking process. In an informational interview, you have the opportunity to explore your field of interest through a strategic conversation with someone already working in that field. This can be a great strategy to build a connection before asking to shadow a professional.

You are the Interviewer



Channel your best Ellen DeGeneres or Oprah as you are in charge of this interview—you ask the questions about what they do, how they got there and what advice they have. It's also an opportunity to brainstorm with knowledgeable individuals about your career plans and interests. It is NOT a time to ask for a job or internship.

Finding the Right Person



Ask faculty, family, friends, or do research on specific organizations through LinkedIn or Google to identify a person of interest. Send a message on LinkedIn, and email, or phone call. Pro Tip: Use LinkedIn's Alumni search to identify a person that already shares a connection to NSU with you.

When you reach out:

- Introduce yourself & that you are a student studying at NSU
- Briefly state your interests or experiences in the person's profession or career
- Share why you would like to meet with them and request their availability to meet to discuss.

Before the Interview



Prepare just as you would for an actual job interview. Research the organization and come prepared with questions you honestly want to know the answers to. These questions can span your interest in the other person and their work, general questions about the career field, and questions that seek the advice or mentorship of the other person.

At the Interview



First impressions count, so dress professionally, arrive early, use eye contact, have a firm handshake, and bring something for note-taking. Clearly show your interest and your research! Know what you can get out of this: valuable information, advice, and contacts. Remember to say "thank you" and be respectful.

Sample Questions:

- How did you know you wanted to work in this field?
- What drew you in when applying to work at X company?
- What do you wish you knew when you were in school about the job search?
- What do you personally find the most enjoyable part of working for this company?
- Tell me about your about my day-to-day responsibilities.
- What other positions/ classes helped you prepare for this this job?
- How did you obtain shadowing experiences when you were an undergrad?