
Tips for Interview Attire

- ❖ A traditional dark suit is always a safe bet, but make sure it fits you well! Avoid too baggy and too tight, lean toward hemlines that are modest, and ensure that you can move comfortably in your clothing.
- ❖ Wearing color is ok in education! A little understated detail, or even a very conservative print can work. Know your personality and how color can play up your story or support your presentation- and how it could distract or detract.
- ❖ Make up, shoes, accessories, and jewelry should be subjected to the same test.
- ❖ It's important you feel comfortable and positive in whatever you wear. Try it on and wear it around your house the day before a bit.



Interview outfits

DO

Business casual

This interview look would be appropriate for these industries: IT, startups, teaching, entry-level government positions, environmental engineering, aerospace (non-management), architecture, health-care/life-sciences research, social media, advertising/PR and retail.



Detail adds interest but doesn't distract

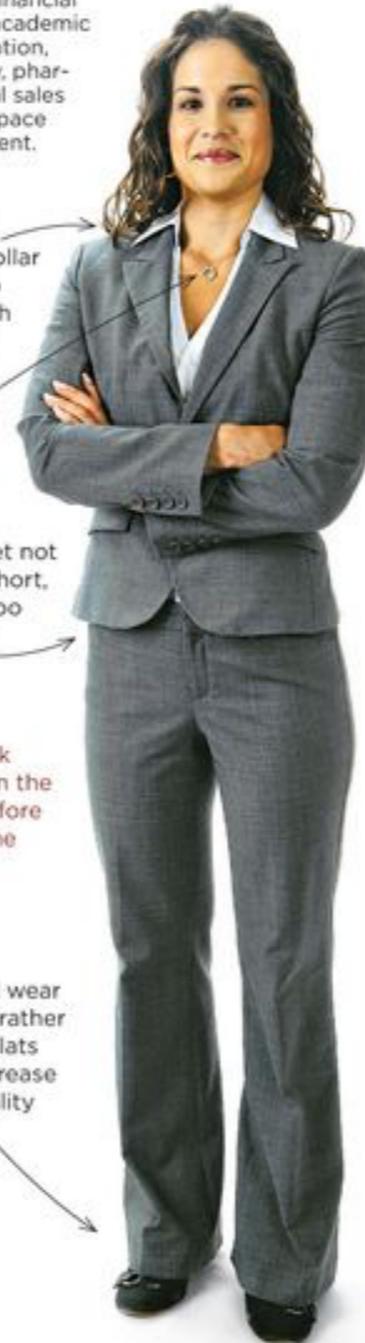
Sweater and pants fit well

Casual, yet polished

Pants are appropriate length for heels

Business professional

This more formal interview look works for these industries: health-care management and sales, hospital administration, biotechnology, banking, personal financial services, academic administration, hospitality, pharmaceutical sales and aerospace management.



Blouse color, collar style go well with the suit

Minimal jewelry

Jacket not too short, not too long

Tip: Check yourself in the mirror before leaving the house

Could wear heels rather than flats to increase formality

DON'T



Necklace too large

Tip: Avoid any bright or patterned clothing that may be distracting

Too tight

Cotton capris: too casual

Too informal; this would be a better outfit for shopping at Pike Place Market (with different shoes)

Meet the experts

Local career experts Lisa Quast, CEO of Career Woman, Inc., and Josh Warborg, district president of Robert Half International, provided critiques of these outfits.

"Appropriate attire depends on the industry and company in which you will be interviewing, the geographic location and time of year."



Quast

"Suits in conservative colors, such as black, gray or navy, paired with light, solid-colored shirts are a safe choice."



Warborg

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Knowledge, Skills & Traits

- ❖ **As a teaching candidate, you already have a job. Treat your employment search as work!**
- ❖ **Don't jump to making a list of your experiences- slow down to go fast.**
- ❖ **Research the schools where you want to work.**
- ❖ **Analyze your abilities as a potential employee.**
- ❖ **Market yourself and your strengths to fit their needs.**

Knowledge, Skills & Traits

- ❖ Before you apply to teaching jobs, take a few minutes to brainstorm your top five best personal traits, your skills, and your knowledge.

Example: Principal

- ❖ **Traits:** People-oriented, passionate, determined, curious, strategic
- ❖ **Skills:** Hiring and supervision of staff, building high performing teaching teams, working with first year teachers, working with underserved schools and communities, school improvement, building a positive student and staff culture
- ❖ **Knowledge:** BA, MA in Education, K-12 Special Education License & Principal License, early childhood, reading and writing workshop, cognitively guided mathematics, data-driven instruction, coaching and mentoring models

Analyzing Job Postings

- ❖ Remember: your job is to learn about the school! Explore their website and school culture. Look up other teachers on LinkedIn.
- ❖ How could your traits, skills, and knowledge fit in? Is it a place you would like to work, and why? Are you qualified?

Resume Tips

- ❖ Use the same style of language as the job posting and as that found on the school website.
- ❖ Incorporate key words and phrases.
- ❖ Begin each sentence with an active verb.

Cover Letters

- ❖ Yes, write a tailored cover letter.
- ❖ It's ok to be short and to the point, but be enthusiastic!
- ❖ Share your interest in the school and your passion.

Interview Prep

There are only three kinds of questions in an interview:

Situational

Example: “How would you handle a situation where a student repeatedly calls out during class?”

Content Knowledge & Expertise

Example: “How would you describe our balanced literacy program to your classroom parents?”

Application and Reflection

Example: “You worked in a school with very few English language learners for the past two years. How do you anticipate handling the transition to our school, where over 20% of our students speak a language other than English at home?”

Interview Prep

- ❖ Remember the list of your skills, traits, and knowledge? Brainstorm 3-5 strong **examples** of times in your past professional *or* personal life **where your actions and behaviors demonstrated your strengths.**
- ❖ **Past behavior predicts future performance.** Consider times you overcame obstacles, stretched yourself with new challenges, learned new ways of relating to others, or managed many competing priorities.