

Sample Interview Questions for Faculty Candidates

To help facilitate the search process, the Office for Equity, Diversity and Inclusion and the Office of Academic Personnel have compiled a list of questions that faculty might use during telephone and/or on-campus interviews. However, all of the questions are unbiased and appropriate to ask. **We hope you find this helpful.**

Introductory Questions

- What attracted you to this position?
- What contributions can you make to our college/department?
- The University is committed to building a culturally diverse and inclusive environment. How would you further this goal?

About the candidate's professional background

- Tell us a little more about your professional experiences, particularly those not mentioned on your resume/application.
- What do you consider to be your particular strength(s)?
- What motivates you to do your best?
- Describe how you go about solving a problem? Please give us some examples.
- What is the biggest conflict you have ever been involved in at work? How did you handle the situation? What did you learn?
- What experiences or skills will help you manage projects?

- Tell us about your preferred work environment.
- Describe a situation in which you did all the right things, and were still unsuccessful. What did you learn from the experience?
- In your opinion, how should the workload of a faculty member be split and into what areas?
- What are your professional goals?
- What pedagogical changes do you see on the horizon in your discipline?
- How do you view your role in the faculty development process?
- What experience have you had in mentoring? Describe an experience mentoring diverse students, faculty and/or staff?
- What professional development activities have you been involved in over the past few years?

About the candidate and your department

- Please tell us about your research interests and how you see them fitting in with the department's/college's mission/direction.
- Tell us how you go about organizing your work. Also, describe any experience you have had with computers or other tools as they relate to organization.
- Students of color are not well represented in the field, including ours. How do you see yourself contributing to the recruitment and retention process of students of color?
- What do you look for in your academic colleagues?

About the candidate's leadership (management/supervisory) experience

- Are you most comfortable with verbal or written presentations?

- What are three leadership competencies you possess? Please provide an example of when you have used these to provide effective leadership during a difficult time.
- Have you ever experienced a situation in which you had difficulties getting people to accept your ideas? What was your approach to handling these situations?
- What practices do you implement during conflict situations and are they successful?
- If we were to ask your superiors (i.e., department chair/dean/provost) or your colleagues to comment about your leadership how would they respond?
- Who have you coached or mentored to achieve success?
- Have you ever had to make a decision without knowledge of all the necessary data?
- What are the techniques that you use to clarify the meaning of unclear messages?
- How do you maintain a positive discussion?

About the candidate's research

- What grants have you received in the past and what plans do you have to fund your research?
- What is your research agenda and how does that benefit this college or university?
- What types of resources would you require to successfully continue your research agenda?
- What research, if any, have you done in the area of diversity, cultural competency, health disparities, etc.?

- With whom would you collaborate, if you were selected for this position?
- How would you involve undergraduate and graduate students in your research?
- Please identify your most significant work and why you picked it.

About the candidate's teaching

- What kind of teaching experiences, if any, have you had with computer technology?
- Tell us about your teaching methods, philosophy and goals.
- What is your experience with distance learning, on-line courses, and using technology in the classroom?
- What is your experience in teaching students of diverse backgrounds? What methods have proven to be effective and what have you learned from the experience?
- Describe strategies that you have used to create an inclusive learning environment for your students.
- Tell us about a time when you successfully managed a difficult student and a time when you did not successfully manage a difficult student.
- What students do you find most challenging to teach?
- What have evaluations for your teaching indicated, both positive and negative? How has evaluation feedback changed how to teach today?

About the candidate's clinical experience

- Describe your experience in providing care to a patient who presented unusual social or ethical issues. How did you manage the treatment for this patient? What could you have done differently?

- Tell us about a time when you felt a patient was difficult to diagnose and how you approached the diagnosis.

About the candidate's outreach

- Please tell us your experience in developing programs and partnerships with external constituents and how you would apply that experience to UCDHS?
- Describe your experience in professional practice or outreach.
- Describe some service activities you have been involved in.

Source documents:

Iowa State University, <http://www.provost.iastate.edu/administrator-resources/recruitment/guide/appendix-5>

University of Massachusetts, Lowell

<http://www.uml.edu/hr/pdf/REVISED-F-Sample%20Interview%20Qs-%20Faculty.pdf>

Search Committee: A Tool for Human Resource Professionals, Administrators, and Committee Members by Christopher D. Lee, Ph.D. SPHR, CUPA-HR