

# MISSOURI BAPTIST UNIVERSITY TEACHER EDUCATION PROGRAM

## INTERVIEW TIPS FOR STUDENTS

1. **Be prepared** – Read the interview questions before the interview and carefully consider your answers. Be able to answer the questions without notes, using your personal beliefs and your experiences. Make sure your documents include all required components. Proofread all written work so that there are no spelling or grammar errors. **Bring all required documents with you to the interview!**
2. **Be professional** – Dress in a conservative, professional manner, such as a suit, slacks and blouse/dress shirt, or a dress/skirt knee-length or longer and conservative hose (no fishnet). Do not wear jeans, leggings, cutoffs, shorts, flip-flops, low cut blouses, or tee shirts. Please do not chew gum. Turn off your cell phone, unless you are using it for a Zoom interview.
3. **Be yourself** – Let your genuine good qualities be obvious during the interview. Be personable and pleasant. The interviewers are there to learn about you and want you to do well.
4. **Be clear** – Speak clearly using correct grammar. Answer the questions without rambling. Use examples from your personal and professional experiences when appropriate.
5. **Be on time** – Interviews are scheduled every thirty minutes, so it is critical that everyone is prompt for the scheduled interview time.

Interviews are typically held via Zoom, but face-to-face interviews may still be held on the Main campus of Missouri Baptist University, located off the North 40 Outer Road, depending on scheduling needs. If you are scheduled for a face-to-face interview, arrive early enough to verify the location of the room in which your interview will be held, as last minute changes in room assignments can occur. If your interview is being held via Zoom, be sure to login prior to the scheduled time so that you are in the waiting room ready for the interviewer to admit you.

The interview team consists of two full-time School of Education faculty members. One will review your documents prior to the interview itself, while the other will ask questions in the actual interview. The interview form will be routed from the reviewer to the interviewer to either Kathleen Wendt or Jill Crain for follow-up after the interview.

If your interview is via Zoom, you will receive a follow-up phone call from either Kathleen or Jill following the scheduled end time for your interview. If your interview is face-to-face, you will receive a hand out directing you to see either Kathleen or Jill after your interview is over.