

Career Services: Informational interviewing

What is Informational Interviewing?

It is a structured interview/conversation to collect information about job/career opportunities that you would like to pursue/apply for. It is a great way to:

- Find out more about the practical side of the job
- Show initiative
- Inform your career choice
- Network
- Build up knowledge and understanding of professions
- Learn more about the organization

Tips for informational interviewing

- Be clear about who you want to interview
- Decide on the organization you would approach
- Set up the appointment
- Call organization and ask to speak to relevant person
- Explain why you want to interview the person
- Set up time and date that best suits interviewee
- Take checklist of questions with you – remember to include more open-ended questions