



*eBook*

## *Preparing for the Interview*

*A Practical Resource for  
Beginning and Experienced Teachers*

*2020*



*For the sole use of the webinar participant and ebook recipient*

# **Section 1: Introduction**

## *Introduction*

The purpose of this *eBook* is to provide assistance to new teachers seeking a position in a school and to help more experienced teachers moving to another school or district to navigate the most common process for staff selection - the dreaded interview!

## *How this eBook is Organized*

This *eBook* includes the following sections:

### Section 2: General Preparation: Confirming Who You are as a Teacher

- Clarifying Your Beliefs about You and the Profession

### Section 3: Specific Preparation: Addressing the Position for which You are Applying

- Doing Your Homework: Before the Interview
- The Three Ps

### Section 4: What to Expect in the Interview and Planning for It

- Types of Interviews (In-Person, Real Time, Recorded Time)
- The Nature of the Questions
- The Standard Questions: Samples and Indicators
- Issues of the Day: The Pandemic and the Inclusive Classroom
- Don't Get Spooked: Understanding What the Interviewers are Doing

### Section 5: Some Helpful Hints in Practising for the Interview Questions

- Index Cards/Phone Cards: Reviewing Possible Questions and Responses
- The Use of a Mirror (Real or Otherwise)
- Simulated Interviews (Bendel Can Help!)

### Section 6: Missteps: What Not to Do

### Section 7: Preparing a Professional Portfolio

### Section 8: Overcoming Your Nerves and Showing Confidence

### Section 9: Concluding Remarks - and Best Wishes

### Appendix A: Checklist - Preparing for an Interview

### Appendix B: Bendel Services Offerings

## Section 2: General Preparation: Confirming Who You Are as a Teacher

*“To thine own self be true,  
And it must follow as the night the day,  
Thou cans’t not then be false to any man.”  
(Polonius to Laertes, Hamlet, I.iii.78-80.)*

“Do you have a philosophy of education?” If you’re like most of us at the beginning of our careers, the most truthful answer is likely “No.” Well, don’t be alarmed. We won’t be telling you that you need to have one - if you see a “philosophy of education” as an integrated system of beliefs based on experience, research and good old-fashioned instinct. What you’ll need to have, however, is some idea of what your beliefs are about some key questions that we’re going to pose to you.

Finding out about yourself as a teacher is the first place you should start when preparing for an interview. There are several reasons why Bendel Services says you should start here:

- This is the time in your career to begin clarifying your beliefs which, no doubt, will change over time - and for the next few years in the classroom you won’t have much time to do this kind of thinking!!
- In the immediate future, these beliefs should help you when you answer an interview question of any sort because they will give you a reference point, a context, for any question thrown your way.
- Finally, if you can internalize these beliefs and demonstrate them in all your responses, you’ll come across as a thoughtful educator who has really done some soul-searching and comes across as a teacher who will capable of looking at a larger, more integrated picture of the task at hand.

So here are the questions you might want to consider. We have given you some guidelines to

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