

INFORMATIONAL INTERVIEW

Page 1



At A Glance

- Asking professionals questions you have about your future career field can give you direction and help you network
- We'll walk you through how to prepare for and conduct the interview, and give examples of thoughtful questions you could ask

Preparing For The Interview

An Informational Interview is a conversation where you ask someone working in a career field that interests you for information and advice. These interviews are a useful way to simultaneously build your personal network and get direction for future career options.

1. DESIGN QUESTIONS

Make a list of questions. They can be about anything: future job growth, schooling, a day in the life, etc. As these questions develop during your research, be sure to write them down. See the back of this page for examples.

2. SEARCH

There are multiple ways to find someone to interview, and people are generally willing to answer your questions. Here are a few different ways to find people to talk to:

- LinkedIn Alumni Tool ([linkedin.com/alumni](https://www.linkedin.com/alumni))
- BYU Connect
- Ask professors if they have any connections in the industry
- Ask friends and family for connections

3. REACH OUT

When reaching out, be professional and specific. Here's an example of how to ask for an interview:

Dear Mr./Ms. (name),

I am a student at Brigham Young University studying (major). I have been looking into career paths in (field) and I am seeking advice from someone in the field. I found you on LinkedIn and was hoping I could spend 20-30 minutes with you to ask you a few questions.

INFORMATIONAL INTERVIEW

Page 2

EXAMPLE QUESTIONS:

- How did your career journey lead to your current position?
- How would you describe your organization's culture?
- What college courses have you found most helpful in your career?
- What are some typical entry-level position titles in your industry?
- What do you think makes you most successful in your position?
- Do you have any regrets about any career-related decisions?