**Field Placement Interview Guide**

Treat your field placement interview as if you are interviewing for a paid position. Please remember to stay professional at all times. The process can be competitive, and a high level of professionalism can make a difference.

1. **Research your agency.** Learn as much as you can about the agency’s mission, population served, location, and history.
2. **Research potential interview questions.** This can help prepare you for questions field instructors might ask. The following is a helpful site to review: http://careers.socialworkers.org/findajob/interviewQs.asp

 Some students find it useful to set up a practice mock interview with a friend or

 family member.

1. **When you schedule the interview be sure you have clear directions to the agency.** It can help to drive by the agency in advance so you know where you are going.
2. **Arrive 15 minutes early.**
3. **Be sure to ask questions during the interview.**
4. **Send a thank you note after the interview.**

**Examples of Questions for You to Ask:**

1. What different types of activities/job responsibilities might I complete during my internship?

2. What are the different areas/departments in the agency where I can gain experience?

3. What are the most challenging and rewarding experiences for an intern in your agency?

4. What are the expected work hours for interns? Are there on-call hours?

5. Are students expected to work 2 full 8-hour days or can the time be split up into smaller chunks of time throughout the week?

6. Are students expected to work through the winter break?

7. What requirements must I complete prior to starting my internship? (ex. drug screen, immunizations, trainings, orientation etc.)

8. What is the dress code?

9. What precautions are taken for safety?

11. Will I use my personal car or an agency car to transport clients/consumers?

12. (Specialized clinical field placements only) Does the agency setting and supervision fall under LCSW requirements outlined by the Department of Safety and Professional Services?