

Interviewing For Coaching Jobs

PREPARING TO LOOK FOR A NEW JOB

How up-to-date is your resume?

Double check your resume to make sure that it's up-to-date and everything is accurate and factual. Check your references to make sure none of them has changed information but understand that the person hiring will most likely contact someone not on your reference sheet.

What would other coaches and administrators in your department say about you?

Ask mentors for help

You're not alone and people love to help other people out. Ask your mentor for assistance, review your resume, etc.

QUESTIONS TO ASK YOURSELF

Does the sport administrator know you're looking to make a change and why?

- Would they support you or think you are being disloyal?
- If supportive, be sure to communicate with their expectations on with communication and time frames for transition
 - Remember this would affect the current team and recruiting
- If not supportive, be respectful and professional. Do not be reactive
 - Understand where the administrator is coming from

Do you know what your supervisor would say about you as a person and your work ethic if asked?

- If you are unaware, ask.
- 85% of communication is non-verbal, hear and observe what is being said as well as what is not being said and why

Tips:

- Practice
 - When's the last time you interviewed for a job? Don't be afraid to practice
- You don't get a second chance to make a first impression
 - Be mindful of all of your interactions
- Be mindful of how you present yourself
 - How you enter, transition through and transition out of positions are reflective of your brand
- Be respectful and professional at all times