

Information Interviews

✓ A discussion with someone who is working in a career or position that interests you

- ✓ A research tool a way for you to find useful and specific information that you could not find in books or on the Internet
- ✓ An opportunity for you to interact with professionals and get specific advice to help you advance career

Note: Information interviewing is NOT interviewing for a job. It is a research tool.

- ✓ Get a 'reality check' about what a career actually entails and decide
 whether it is an occupation that suits you
- ✓ Gain insider tips regarding what courses to take, what experience to get, and how to market yourself when actively searching for similar positions
- ✓ Develop knowledge of the industry, recent trends and developments, and lingo/jargon
- ✓ Build new contacts in your fi



- √ You can choose to make the initial contact by phone, email, or a LinkedIn message.
- ✓ Let your contact know who you are and the purpose of the request. For example "I am a soon-to-be U of T grad currently researching careers in _____ and was hoping to speak to you to get some advice"
- ✓ If you are making the request in writing, let them know what information would be helpful
- ✓ Remind them how they know you or who referred you to them
- ✓ Be specific about how much time you are looking for (frequently 15 to 30 minutes)
- ✓ Always say 'please' and 'thank you'

✓ Let your contact know the purpose of your request (what field you are researching)

- ✓ If you have identified one of their contacts through LinkedIn, let them know to whom you would like to speak and why it would be helpful to you
- ✓ Always say 'please' and 'thank you'!

There are no questions that you must ask. Ask questions that demonstrate that you have done the basic research already. The following are some sample questions:

- ✓ How did you get into this field? What is your educational background, and your career path?
- ✓ Hobow ddidd tyyou getryour joub? Are there other areas of work in this field?