

## Department Chair Interview Questions

1. Provide an example of a time when you were able to demonstrate excellent listening skills. What was the situation and outcome?

2. Describe research you have conducted. How did you publish your findings?

3. Please share with me an example of how you helped coach or mentor someone. What improvements did you see in the person's knowledge or skills?

4. Provide an example of when you set expectations and monitored the performance of subordinates. What guidance and direction did you find most effective?

5. Describe an experience in which you identified the educational needs of your students and successfully developed a way to teach/train them.

6. Share an experience in which you successfully shared a difficult piece of information. (Make sure that the candidate has open lines of communication.)

7. Tell me how you organize, plan, and prioritize your work.

8. What are some long-range objectives that you developed in your last job? What did you do to achieve them?

9. Share an experience when you applied new technology or information in your job. How did it help your company?

10. Give me an example of when you thought outside of the box. How did it help your employer?