**Sample Interview Questions for Adjunct Faculty**

These approved sample interview questions are provided to give you a starting point for applicant interviews. Typical interviews will include from 8 to 15 questions including a question which addresses diversity. You are welcome to develop new or additional questions. If you do elect to develop new or additional questions, send the draft list to Human Resources for review and approval prior to interviews.

**General Questions Suitable for Adjunct Faculty**

* Tell us about your professional background and how it has prepared you for this position.
* Why are you interested in this position and in working for Eastern Washington University?
* What are your career goals and how does this position fit into those goals?
* Which courses would you like to teach and how would you teach them?
* What content areas do you like to teach?
* What is your teaching philosophy?
* How do you enhance student learning in the classroom?
* What do you believe are the most important qualities in successful faculty?
* What are your strengths relative to this position?
* Have you ever had to deal with a difficult student in the classroom? If so, describe the situation and how you responded?
* Have you ever dealt with a disruptive student in the classroom? If so, how did you address the issue?
* Describe your experience and any challenges you have encountered in facilitating accommodation plans for students with disabilities.
* What is the biggest conflict you have ever been involved in at work? How did you handle the situation?
* Can you describe how you go about solving a problem?
* What new skills have you learned over the past year?
* On the basis of the information you have received so far, what do you see as the major challenges of this position and how would you meet them?
* Describe a situation in which you did “all the right things” and were still unsuccessful. What did you learn from the experience?
* In what area or what areas would you like to receive development or training, to increase or add to the skills you have today?
* Why do you want to leave your current position? (Or, if not currently employed, why did you leave your last position?)
* Think about an instance when you were given an assignment that you thought you would not be able to complete. How did you accomplish the assignment?
* Have you ever had a great idea but been told that you could not implement it? How did you react? What did you do?
* Tell us about your preferred work environment.
* Describe your ideal job.
* Tell us about a colleague or co-worker from the present or past whom you admire. Why?
* What would your colleagues or co-workers say about you?
* What would the people you have worked with say were the qualities that distinguish you from others they have worked with?
* What would your current or previous supervisors say about you?
* What would co-workers say is your greatest quality at work? What would your boss say? What would you say?
* On a scale of 1-5, how would your past/current supervisor(s), rate your reliability and dependability? Why do you think you would receive that rating?
* What are one or two of your proudest professional accomplishments?
* Have you ever taught online classes? What types of tech do you use in the classroom?
* How would you characterize your level of computer literacy? What are some of the programs and applications with which you are familiar?
* Tell us how you would use technology in your day-to-day job.
* What software programs are you proficient in? Which one did you use the most? In what avenue?
* What do you think most uniquely qualifies you for this position?
* Tell us how you would learn your new position in the absence of a formal training program.
* What things have you done on your own initiative to help you prepare for your next position?
* Tell us how you go about organizing your work.
* How do you prioritize your work? Discuss how priorities are set & balanced depending on the amount of work requests from multiple people.
* What tasks do you enjoy doing? What tasks do you not like to do?
* What do you think will be the biggest challenge in this position?
* This position will entail working independently and without direct supervision to complete many overlapping tasks, but to also keep your supervisor informed about progress on projects and any difficulties arise. Please describe how you would ensure that you are meeting a supervisor’s expectations in this scenario.
* How do you approach a new job, in regard to familiarizing yourself with co-workers, the general population of the organization and its policies and procedures?
* Please describe the skills you have that would allow you to work independently, but ensure that you are meeting the objectives of your supervisor.
* What do you consider to be good attendance? What do you consider a legitimate reason for missing work?
* What time management techniques do you use that are effective? Include any experience in situations involving frequent interruptions.
* In your previous position, what did you like the least and why?
* What do you need from your supervisor to succeed? From your co-workers?
* What in a work environment and in a supervisor will cause you to fail?
* What characteristics do you value most in your peers?
* What do you value most in a work place and as part of your job?
* What work ethics do you strive to maintain on a daily basis?
* Describe a work product wherein there was the greatest requirement for accuracy in your work.
* How did you ensure that the work you produced was highly accurate?
* Give me two or three examples of types of projects or other types of tasks you’ve had that will demonstrate the complexity of the work you performed.
* This Department and its operations will be enhanced if the candidate selected for the position offers strong “people” or interpersonal skills. What skills do you offer that would support our need for a “people person?”
* Please describe an occasion where you took the initiative to make an improvement or other type of significant contribution to the workplace. Include what you observed that triggered your efforts and initiative, what you did, and the results.
* What is your approach if a decision is made which impacts you or your work, and you don’t agree with it?
* What expectations do you have of those with which you work (staff, colleagues, students) How do they know this?
* Conflict is inevitable. How do you deal with conflict?
* Please describe a project which required both organizational skills and creativity to complete successfully.
* How would you ensure that each individual you work with including students, staff member, other faculty members, etc. – feels their needs are important and will be met?
* Do you have any concerns that would make you have reservations about accepting this position, if it is offered to you?
* May we contact your past employers and/or current employer to obtain additional information about your work performance, including information relating to your attendance and dependability?
* May we contact persons to obtain a reference check, including persons who are not on your list of references? If so, are there any persons you do not want us to contact for reference purposes?
* Do you have any additional information that you would like to share?
* If you were offered this position, when would you be able to start?
* Do you have any questions for us?

**Diversity Questions**

* How has diversity played a role in shaping your teaching and advising styles?
* EWU celebrates all dimensions of diversity and values the dignity and worth of all people…and considers diversity as a crucial element of pedagogy, student learning, faculty and staff and social and emotional growth of students. How can you contribute to this vision?
* In this position, you will have contact with a highly diverse population in a very broad sense, as you might expect when working with a sizeable student population, staff and faculty. Describe how you would go about creating a welcoming environment for our Department.