



# Sample Questions for Informational Interviews

## The Entity / Organization and the Field of Work:

- What characteristics does a successful attorney have at this organization?
- What are the current trends/changes you have seen in this practice area?
- What developments on the horizon do you see affecting the practice area in the future?
- How is the industry changing and how do you see your organization adapting to those changes?
- What specialized technologies does the organization use?
- What future industry trends do you project will affect your organization?
- How does the organization differ from its competitors?
- What are the organization's goals and objectives for the coming years?
- What are the organization's policies regarding X, Y, Z?

## Internal Atmosphere:

- How is the firm structured?
- What is organization's philosophy?
- What kind of atmosphere do they strive to create?
- What is the culture?
- What kind of group activities does the organization encourage?
- How often do you work in groups vs. on your own?
- How are project teams organized?
- Are there formal training programs in the organization?
- Are there rotational opportunities in the organization?
- What are the typical jobs to which people leaving the firm have entered?
- How is performance measured?
- Is there a regulated exchange of feedback?

## Career Fields/Positions:

- What are the major responsibilities and skills required of this position?
- What are the key responsibilities of a junior attorney in X practice area?
- What is a typical day like?
- What do you find most satisfying about the job? The least satisfying?
- What types of decisions are made at your level?
- What part of the job do you find most challenging?

## Skills and Experience:

- What classes, clinics or other activities should I consider to prepare me for this practice area?
- When a junior attorney is hired, what are the qualifications you look for?
- Which of my skills set me apart from others in the field?
- Do you think my experiences thus far make me competitive for this practice area?
- Taking into account my skills, education, and experience, what other practice areas should I research?