A FIRM’S PERSPECTIVE
OF A STRUCTURE INTERVIEW

STRUCTURE OF THE 20-MINUTE “SCREENING” INTERVIEW

• 2-minutes to establish rapport.

• 10-minutes to ask questions that will elicit information about candidate to enable interviewer to evaluate whether this candidate will be a good fit for his or her firm or agency.

• 5-minutes to describe firm or agency, practice, summer program and answer questions.

• 3-minutes to complete evaluation.

STRUCTURE OF A 30-MINUTE “CALLBACK” INTERVIEW

A Callback Interview in the offices of the Employer with 4-5 attorneys or other members of the firm

• 3-minutes to establish rapport.

• 15-minutes to ask questions that will elicit information about candidate to enable interviewer to evaluate whether this candidate will be a good fit for his or her firm or agency.

• 10-minutes to describe firm or agency, practice, summer program and answer questions.

• 2-minutes to walk candidate to next interview.