Interview Guide for Academic Promotion Candidates

Preparing for Interview

The interview will be short, around 10 minutes. There is no set structure for interviews and the committee may choose to ask you specific questions about your case for promotion.

It is recommended that you be prepared to answer questions such as:

- What is your vision for research/education/engagement?
- Are you able to tell the committee what you have done in your field and where you are going?
- What is the key question in your field and how are you addressing it?
- What will you do differently next year?
- How will you make the transitional lift?
- Is there anything else you would like to share with the Committee?

It is recommended that you:

- Familiarise yourself with the membership of the committee;
- Arrive at the requested time;
- Maintain familiarity with your application;
- Bring a copy of your application with you on the day (in the event that you will need to refer to it);
- Be prepared to answer questions such as those above;
- Be aware that you may be asked to briefly state your case or the committee may ask you questions in order to clarify aspects of your case;
- Listen to the questions being asked and answer the questions clearly and concisely; and
- Be well prepared and take the opportunity to highlight the strengths of your application.

On the Day

Please arrive at the nominated venue no more than 5 minutes prior to your interview time, but be available 30 minutes prior. This additional availability is requested in the event the committee are running ahead of time and wish to see you prior to the scheduled time.

To ensure the committee runs smoothly, we ask that you provide your mobile number to the Promotion Coordinator so that we can contact you in the event of small changes to scheduled interview time.

Additional Materials

If you are interested in understanding more about how a promotion interview is conducted, a video of the 2018 'mock interview' will be uploaded to the web for your reference.