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Before The Interview:

- Send a copy of your coaching portfolio to the athletic director, interview committee or bring to the interview
- Research the Community or Organization
 - Big Rivals and conference opponents
 - Previous season results and statistics
 - Returning players
 - Strengths and weaknesses
- Current role of the program in the community
- Try to spend some time in the community
- Make sure to arrive early to the interview

How to Prepare for the Interview

- Practice by having someone read you sample interview questions
- Be honest and truthful in your interview. Make sure to make eye contact with the person asking the question
- Tape yourself preparing and have several people watch it
 - Do you look comfortable
 - Use a mirror to check facial expressions
- If doing the interview using phone/skype/etc. make sure to practice using the technology.

Professional Attire

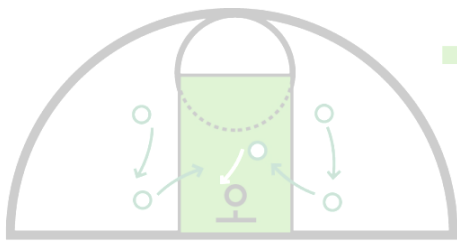
- Suit, slacks, tie (school color) and sport coach for men
- Business suit or dress (school color) for women
- Clean shaven, haircut, etc

Politeness and Courtesy

- Good Manners (Yes sir/ ma'am...).
 - Firm handshakes
- Use statements that express your interest in the job and enthusiasm
 - I appreciate the opportunity to...
 - I am looking forward to being part of...

Follow Up

- A thank you note should be written to everyone on the committee
- Send the letter within 2 days of the interview



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For coaches who want to get better.