

WHARTON COUNCIL CLUB INTERVIEW GUIDE

I. About the interview process

For many of you, this is the first time going through a formal interview. In order to help you through the process, we hope this guide will help you prepare and perform well in any club interview. Remember that your interviewers are students like yourselves - don't be nervous!

Club interviews are designed to see who you are as a person, why you are interested in a club, what your contribution could be, and what the club can provide for you. The clubs are trying to see which of the candidates will be the best fit. These interviews are a great way to practice and grow before you reach real job interviews. Nothing is permanent, and you are encouraged to reapply to clubs that may have missed you or denied you in the fall. Pursue what you're most interested in and express your unique self through your interview answers. Remember that your worth and interests are most certainly not defined by your interviews.

II. Preparation

Before you interview for a club, research the club's mission, objectives, and work. It's helpful to meet club members and ask about their club experiences during the semesterly Wharton Clubbing Fair and clubs' general body programming and events. This way, you will have a better ability to tailor your answers in each interview. If applicable, think critically about your application essays, which can help you think about why you want to join a club. Practicing some of the basic questions with a friend is a good way to get comfortable with saying your responses out loud and can help you find areas in need of improvement. **In addition, reflect and understand why you want to be in the club.** Being able to speak to your own values and motivations will benefit you in your interview and make your responses more authentic and personal. **It is a good thing to be different!** You are your own expert — and speaking about your true self is what will set you apart.

III. Attire

In general, these interviews are casual and will not expect you to dress up like a normal job interview. There is no need to stress about what you're going to wear, but often how you present yourself makes the first impression in an interview. Below, you will see different terms for various dress codes that you might see in an email from your interviewer. Your clothes are also a great way to express yourself and your personal style, so wear what you're comfortable in! If you are ever stressed about finding appropriate clothing, there are resources on campus where you can find inexpensive or free rental clothes at the following locations:

1. [Penn Closet](#) run by Penn Student Agencies
2. [GIC](#) - Greenfield Intercultural Center
3. [Wardrobe](#) - Career Wardrobe by Penn Career Services

A. Casual Attire:

There really is no dress code for “casual” attire. However, it’s important to remember that you are trying to make a good impression on your interviewers. There is no need to dress up in your best clothes, but you also shouldn’t be wearing sweats or ripped jeans and stained shirts. Jeans, skirts, khakis, t-shirts, and most other clothes are acceptable.

B. Smart Casual:

Smart casual falls between casual attire and business casual. This means an interviewer will expect you to wear something well-fitted and nice. This means you could wear dark wash nice jeans, khakis, dress pants, polished and practical shoes, blouses, and button-down shirts.

C. Western Business Attire (WBA) or Business Casual

This is the typical business attire you might see in a more formal interview or event. For men, this means suit pants or khakis, a nice button-down shirt, and nice socks/shoes. Ties and suit coats are not necessary. For women, there is more flexibility. Women can wear slacks and a blouse, or a professional-length skirt/dress (meaning it falls at or below the knee). Blazers or cardigans are optional.

D. Business Professional

Likely, no one will ask you to wear business professional attire. However, if you are asked, this means men should wear suits and ties, and women should be dressed in professional-length skirts, dresses, or slacks with a blouse. A blazer is also encouraged in this setting. Shoes should be polished and professional.

IV. General questions to expect

A. “Tell me about yourself”

1. Start with an introduction about your personal background such as where you are from, what you study, and what year you are. Then move into providing a little more depth about who you are, any experiences that you think will be relevant, and why you are interested in the club. A “tell me about yourself” should take around 1-1.5 minutes.

B. “What are your strengths and weaknesses?”

1. This question assesses your self-awareness and skillset. It is best to come prepared with anecdotes and experiences that showcase your strengths and demonstrate you are aware of and improving your weaknesses.

C. Why do you want to be a member of [club]?

1. It is best to connect your own values and experiences with a club’s mission and purpose. If you did not introduce an anecdote earlier in an interview, this would be a great place to speak to why you connect with a club’s work, niche, or community.

V. Answering questions

Anecdotes can go a long way to “show” your aptitude and ability. Without an anecdote, answers can sound theoretical or even hollow. It is a good idea to have anecdotes prepared from significant experiences throughout your academic and professional life.

Oftentimes, an anecdote or unique experience can potentially be applied in separate interviews to answer similar questions; therefore, it is helpful to recall an experience you’ve had and think about multiple questions you can answer with the same story. A single anecdote shouldn’t be used many times in the same interview, but giving an example of why you’re qualified can make your answer more persuasive.

When answering an interview question, remember that it is okay to not understand a question. It can be beneficial to ask for clarification on a tricky or lengthy question. Your interviewers are there to guide you through the process — don’t be afraid to ask for help! Everybody in your interview wants to see you do well and succeed.

VI. Finishing your interview/asking questions

Asking a few questions at the end of an interview is a good way to show that you have done your research about the club and spark a conversation. Make sure that you are asking meaningful questions and not just asking questions to extend the conversation. You want to end your interview on a positive note!

There are plenty of questions you can ask to get a better sense of your fit in the club. Here are some examples of things you can ask about:

1. What is the most important thing you’ve learned from being in the club?
2. Why did you personally join this club?
3. What are the goals the club (or you) has for the year ahead?
4. What are some of the projects you’re excited about this year?

VII. After your interviews

Thank your interviewers before you leave. They are taking a lot of time out of their day and are doing multiple interviews in a short period of time.

Not every interview will be amazing — and that happens to everyone. Make sure to take a breath and allow yourself to clear your mind before you go into your interview. Try your best, and you will do great.

After a club’s recruitment process for applied positions, you should continue to be part of ones that you particularly enjoyed! All Wharton Council-recognized clubs have meaningful opportunities, valuable programming, and strong communities for general members who do not hold leadership positions. You can also re-apply for leadership positions in another semester.