

Wamego High School Senior Interview Day

Feb. 19, 2019



A complete schedule will be developed and shared with you prior to this event.

Please arrive 20 minutes **prior to your first interview** to check in.

NOTE: You do not need to arrive at 8:00 am unless you have an 8:20 am interview!

WHAT TO WEAR:

- Please dress professionally - business casual is acceptable
- Note: The WHS students will be dressed up in their interview attire with gentlemen in suits/ties or dress shirts/pants and ladies in dresses or pants.

WHAT TO BRING:

- A writing utensil and your experience and expertise!
- Any notes you have prepared for yourself for your mock interviews
- We will have a large 20-minute timer, but bring your phone or watch to help you stay on track!

You will be provided with a folder at registration containing your schedule, evaluations, & the day's info.

WHERE TO PARK: Wamego High School is located at 801 Lincoln. [Click here](#) for a Google Map.

- Select spots available on the east side of WHS at the flagpole circle drive or parallel park across the street
- Parking spaces on the south side of WHS adjacent to the Central Elementary playground
- Teacher parking lot by the band room/upper-gym entrance on the southeast side of WHS
- Large student parking lot on northwest side of WHS (southwest of Sonic)

WHERE TO CHECK IN:

- The convenient place to enter WHS is through the cafeteria doors located on the south side of the school.
- Event Check-in is located in the WHS lower gym on the northeast side
- Please make SURE that you are at the correctly numbered interview table – we will help you with this!

WHO TO CONTACT IF AN EMERGENCY PROHIBITS YOU FROM ATTENDING: **Jana Lindley @ 785-458-8436**

PLEASE please please contact us well ahead of that day if possible. Your absence affects the entire schedule.

GUIDELINES for your Interviews:

Each Interview Session is **20 minutes total** in length.

We will have a large timer at each end of the gym to indicate the length of your interview. Please stay on time.

Students will hand you their folders containing a cover letter, resume, reference letter as well as a general job application that they have filled out. Please return the folder to the student BEFORE they leave your interview.

Some suggestions for budgeting your interview time:

- Take 2-4 minutes to look at documents and ask a few questions about things that catch your attention like "I see you are in FBLA -- tell me something you have done as part of that organization."
- 8-10 minutes interviewing
- 2-3 minutes in a mentor role (not interviewer) to tell students what they did well and how to improve
- 3-5 minutes filling out our **student evaluation**—comments are greatly appreciated!

Please place your **student evaluations in the basket** on your table, and those will be periodically picked up.

INTERNET ACCESS: Public wireless is not available so please use your own data for access.

RESTROOMS are located in commons area. Exit the gym through the south doors, take a left, walk straight ahead.

Our **LUNCHEON** begins at 11:30 am for those who indicated they would join us and takes place in the north half of this gymnasium. Your lunch table number is printed on your nametag. A guest speaker will address us immediately after lunch and wrap up around 12:45 pm. Afternoon interviews run from 1:00 – 2:30 pm.

THANK YOU for participating!



WHS Senior Interview Day

Tues., February 19, 2019

Coordinators Jina Kugler & Jana Lindley
kuglerj@usd320.com lindleyj@usd320.com