



# Applicant tips for virtual interviews

## Selecting your environment

- Identify a private, quiet space where you can complete the interview by yourself, as free from distractions as possible.
- Ensure that the space is or can be well-lit (be it near a window, a lamp, or room lighting).
- Consider the backdrop you will use during your interview—try to keep it neat and free from distractions.
- Ensure you have ready access to an outlet in case you need to plug in your device.

## Preparing your technology

- Check your microphone and camera to ensure that you can be clearly heard & seen.
- Confirm that your internet speed is sufficient for a video call. As an alternative or backup, consider using your mobile phone's internet (the interview is likely to consume  $\approx 1$ GB of data), or see if there is a private space available at your school.
- Shut down all other applications on your computer or device, as these may consume system resources in the background. Similarly, avoid other heavy internet activities on your home network.
- Make a trial call to a friend using your setup, or avail yourself of the practice session we're offering.
- Be sure your interview device is fully charged, and have a power supply nearby.

## Interview Suggestions

- Connect 10 minutes prior to your scheduled interview start time. This is in-part to double-check all technology is working properly, and ensure you are fully ready at the start of the actual interview.
- Dress as you would for an in-person interview.
- Try to maintain eye-contact with your screen/camera, and maintain good posture.
- Mute phones, pagers, and any other devices. Again, shut down all other applications on your computer so that no alerts, notifications, or other disruptions interrupt you during your interview.
- Make sure you have the contact information shared by Shauna Vinkle, our Program Assistant, at-hand should your technology fail. Ensure that you have shared your contact information with us, too.
- We encourage you to have all relevant interview materials in front of you for easy reference. We appreciate that an interview is stressful—It can sometimes be challenging to recall basic things, even from your own cv!

## Typical Interview Questions

Although there are many types of interview questions, most fall into three broad categories:

**General questions** which ask you to describe yourself more broadly. For example, *“Explain why you are interested in this program.”*

**Behavioural questions** will ask you to describe previous experiences to demonstrate your level of knowledge and skill, and will probe the extent of your experiences. For example, *“Describe a time when you observed a member of the medical team you were working with behave in a manner that was inconsistent with an established protocol. Explain what the situation was, what actions you took, and the outcome.”*

**Situational questions** will ask you to demonstrate skills or knowledge by describing what you should or would do in different hypothetical situations. For example, *“Imagine you are on your morning rounds. The chief resident describes a difficult case you and a colleague worked on earlier in the week and compliments your handling of the situation while failing to mention that your colleague played a major role as well. What would you do?”*

## Responding to Questions

- Try to focus on providing appropriately detailed examples of behaviour that you engaged in from your experiences. Use clinical or nonclinical experiences in your responses, as appropriate.
- Avoid identifying details about a patient (eg remarkable diagnosis or characteristic, location, or time) or about a colleague that might be portrayed in a negative light (eg name, title/role, location).

- Avoid vague examples as best as possible. One detailed example is better than several vague responses.
- Do your best to provide a complete response to each question. For instance, for a ***behavioural question*** in which you are sharing past experiences, aim to describe and discuss the situation/task you faced, the actions you took, and the outcome of your actions. For ***situational questions***, discuss the actions you would take and why, and what you would expect to be the result of those actions.