

Sample Interview Questions for Library Director Candidates

1. Tell us about your background, including your education, work experience, special skills and knowledge.
2. Why did you apply for this position? What distinguishes you so that you are the right person for this job?
3. What do you like most about your present position?
4. What do you like least about your present position?
5. What strengths do you have that would serve you best in this position?
6. What is an area of improvement that you would like to make in your professional life?
7. How would you describe your management / supervision style?
8. How would your colleagues briefly describe you as a director? What qualities would they talk about most?
9. If you had control over creating the ideal work environment for you, what would it be like? What would the people that you work with be like and what qualities would you like the board and library to have?
10. Tell us about a situation that you had difficulty with as an administrator. How did you resolve the difficult situation and deal with the persons involved?
11. Tell us about a project or accomplishment of which you are very proud and why. This can be related to experience that you are seeking, such as grants writing, building renovation, automation, etc.
12. What do you think are the major issues facing libraries today?
13. Are you able to meet the requirements for this job? When could you begin work here?
14. What questions do you have for us? Is there anything else that you would like to add?