



DEVELOPED BY WOMEN IN STONE

Natural Stone Internship | Informational Interview

OBJECTIVE OF TASK:

The objective of the Informational Interview task is to connect a program participant with an established and experienced member of the industry to expand knowledge and understanding within a given field and nurture connections through the expansion of one's professional network.

Responsibilities of Participants:

Interviewer:

- Identify an interviewee outside the host company.
- Initiate contact with the selected industry professional, providing ample time to setup an interview at the professional's convenience.
- Prepare for the interview by establishing goals for the meeting, researching the industry professional and their company, and creating a list of questions to facilitate the conversation.
- Write a one-to-two page summary of the interview for inclusion in your internship portfolio.

Interviewee:

- Dedicate a minimum of 60 minutes uninterrupted to the program participant for the interview.
- Be open and engaged for the interview; providing opportunity for learning, mentorship, and networking.

Identifying an Interviewee:

It is the responsibility of the student to identify an interviewee **outside the host company** for a new perspective. Assistance can be obtained from the supervisor at the host company to identify potential candidates. Alternatively, email Sarah Gregg for assistance (sarah@naturalstoneinstitute.org).

Consider the following:

- Geographical Location
 - Places you have lived
 - Home Base
 - Educational Base
 - Hope to land where?
- Educational background
 - Type of education institution
 - Major or Concentration of Study
 - Career Goals



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Potential Interview Topics/Questions:

- Explain your role within your company.
- How did you become involved in the industry?
- How was your training experience outlined?
- Did you find that educational opportunities were presented to you or did you have to seek them out?
- How do you work towards becoming an expert in your field?
- What resources do you find most helpful in supporting your professional development?
- Did you encounter any barriers to entry and how did you overcome them?
- Who have you received mentorship and guidance from throughout your career?
- How do you balance fulfilling your daily responsibilities with learning and preparing for the future?
- Are there any choices would you have made differently in the early stages of your career?
- What excites you most about your career? What causes the most turmoil?
- What skills and personality traits do you feel are helpful for your career?
- What advice do you have for me as I establish my career?