

# Informational Interview



Identify key strategies to strengthen your relationship building, information sharing and overall comfort level facilitating these types of conversations.

## The TIARA Method

In the book, *The 2-Hour Job Search*, the author (Steve Dalton) recommends utilizing the TIARA Method when forming and asking questions in an informational interview. This method will help you maximize your time with your contact and help you present yourself in a professional manner.

**The follow questions are examples you might consider while using the TIARA Method:**



**Trends** – “What trends are most impacting your business right now?; ”How has your business changed most since you first started?”



**Insights** – “If you had to attribute your success to one skill or trait, what would it be?; ”What has been your most valuable professional experience and why?”



**Advice** – ”What do you know now that you wish you would have known when you were my age/in my position?; ”What should I be doing right now to prepare myself for a career in this industry?”



**Resources** – “What resources do you recommend?; ”What steps would you recommend for someone in my situation?”



**Assignments** – “What projects have you recently worked on that you feel have added value to your career/challenged you?; ”Have you had interns or contractors in the past? If so, what kinds of projects have they worked on?”

Identify your favorite and most relevant TIARA questions:

Identify other industry, organization, or role related questions :