

Interview Tips

Do Smart Research

Whether you are interviewing at a small law firm, a large firm, or a global company, research the firm or company before the interview. In addition to reviewing the company's or firm's website, look beyond the obvious sources and leverage AI to quickly surface publicly available information, which should always be verified by reviewing the original, primary sources directly. This level of preparation helps ensure you are not surprised by questions that reference current developments and allows you to tailor your answers and questions more effectively. You are never going to go wrong by doing your research.

Audit Your Digital Presence

While you are online researching the company or firm, take a moment to review your own digital presence. Look at your public social media content through the same lens a prospective employer would. You want to ensure your digital presence supports rather than detracts from your candidacy. Be prepared to address or contextualize anything that may surface during the interview, particularly if it speaks to your professional judgment, communication style, or affiliations. And while you should review and tighten privacy settings where needed, remember they are not failproof. Your online presence should reflect the professional image you want to present.

Dress for the Company Culture

How you dress for the interview should be guided by the company's culture and the type of interview you are having. A tech startup, a creative firm, or a remote-first company may expect something very different than a traditional corporate office, and overdressing can feel just as out of place as underdressing. Do your homework, understand the culture, and dress in a way that feels professional for that environment.

Test the Route or the Tech

Take a test drive for in-person interviews and a tech drive for virtual ones. If the interview is in person and the location is unfamiliar, plan the route in advance to reduce stress and ensure you arrive on time and composed. For virtual interviews, replace the test drive with a technology check. Test your audio, camera, lighting, background, and video platform in advance, and make sure devices are charged and updates are complete. Be camera aware. Your eye contact, posture, and facial expressions on camera matter just as much as in-person presence. Being prepared on the technical side allows you to set the tone by showing up calm, composed, and tech ready.

Have Extras (Digital and Print)

Bring extra copies of any documents submitted as part of the interview process, not just your resume. If you provided references, a cover letter, writing samples, or other materials, bring hard copies to an in-person interview. For virtual interviews, make sure each document is easy to locate, clearly named with an appropriate file name, and ready to send as a PDF immediately if requested.

Be Confident and Authentic

Be confident and be authentic during the interview. Remember that you were selected for a reason. Your experience, skills, or background earned you the opportunity to be there. Preparation builds confidence, especially when you are familiar with common interview formats such as behavioral questions and STAR-style questions that ask you to explain a situation, the actions you took, and the results. An interview is also your opportunity to assess whether the organization is the right fit for you, so honest answers and thoughtful questions matter just as much as strong qualifications.

Follow-Up

Follow up after the interview in a timely and professional way. In most situations, a thoughtful follow-up email sent within 24 hours is appropriate and expected, especially for virtual interviews, panel interviews, or roles within larger organizations. Handwritten notes can still be appropriate in more traditional settings, such as interviews with small firms or boutique practices, where formality and personal touches still carry weight. Handwritten notes may also make sense after final-round interviews or when a strong personal connection was established and timing allows the note to arrive promptly.