



**Building
Communities.
Empowering
Readers.**

WITS Program Coordinator Position *Interview Process FAQs*

What happens after I submit my resume?

After submission, the Hiring Team will review each resume and reach out to potential candidates. Selected candidates will begin to hear back following the role close date.

What is the interview process?

Selected candidates will be expected to come to the WITS office for an in-person interview with the Hiring Team, consisting of the Chief Program & Strategy Officer, the Director of Student Programs, and one Program Coordinator. This will be a structured interview and all candidates will be asked the same questions.

The anticipated timeline is:

- Application window open from June 19 to July 6
- Interviews between July 15 and July 22
- Position offered to candidate by July 25
- Ideal start date of August 5

Will I need references?

Yes, candidates are asked to provide three references when they apply. References will be contacted after the interview round.

What should I wear?

WITS is a casual office that regularly interacts in corporate spaces and school buildings. Please wear what you feel most comfortable in to be your best self during the interview.