



**Building
Communities.
Empowering
Readers.**

WITS Development Manager 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 (2-3 potential WITS colleagues) and the Chief Development Officer. This will be a structured interview, and all candidates will be asked the same questions. Candidates who are selected to move on to the second round will come into the office and meet with the Chief Development Officer and The Chief Executive Officer. The anticipated timeline is:

- Application window open from December 16 to January 10
- Interviews between January 13 and January 23
- Position offered to candidate by January 24
- Ideal start date of February 1

All dates are subject to change.

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.