

Informational Interview Questions - Administrative Fellowships

Here is a list of questions you can ask current or past fellows that you connect with. The point of the informational interview is to gain a solid understanding of the program, the culture, and the fellow's experience AND to leave a positive impression on the program as these folks have a say in who moves forward in the process. These informational interviews tend to be between 20 min-45 min, 30 min is the sweet spot.

This is not an exhaustive list, but it is a good jumping off point. Try not to ask questions that you can easily find the answer to on the website.

Be sure to have your elevator pitch ready, take good notes, and don't forget to send a thank you note to the person following your conversation.

- Can you tell me a little bit about your journey and what made you want to pursue a fellowship?
 - What about the program resonated most with you?
- Can you describe the culture of the organization? Can you speak more about the relationship between administrator and providers at the organization?
 - *If a physician-led organization:* Do you feel that ____ being a physician-led organization has posed challenges for administrators and the hospital's business operations?
- Who do the fellows report into/ what department is the fellowship housed under? Who evaluates your performance?
- Can you tell me more about your cohort? Do you feel the program works to build community amongst the fellows and beyond?
- What are some projects you are currently working on and how have they assisted a) in your career trajectory within healthcare and b) contributed to overall strategic goals of the organization?
- Can you speak to the mentorship aspect within the fellowship?
- Do you feel like your voice is heard and that managers listen to you?
- What has been your biggest learning curve within the fellowship?
- What is something special about ____ that you couldn't really read about/ research about?
- What is something you would change about your fellowship or program?

- What is a current issue the hospital is trying to ameliorate? How can fellows plug into this?
- How does the program support fellows, are there professional development opportunities like conferences you can attend? Do fellows actually utilize those professional development resources?
- Is there an opportunity for an interim management role?
- Can you touch upon the autonomy fellows are given on the projects?
- In terms of the interviews, what was the flow? Were there case based interviews involved? Was there anything that stood out as different to you in the interview process with _____ than others?
- If you could go back in time, what is some advice you would give to yourself when applying for a fellowship?
- What are the top qualities that _____ looks for in its fellows?
- Do you think you would accept a full-time position with _____ if it is offered?