



School Librarian Interview Question Matrix

This matrix can be used as a bank of interview questions, conversation starters, or coaching prompts. It can be adapted based on whether you are speaking with a new school librarian or a currently practicing school librarian. When using the questions or prompts with an individual who is currently serving as a school librarian, rewording the questions/prompts may be necessary. For example instead of saying, "Describe how you will create an inclusive space where diversity and equity are valued by all learners in the school community," it is recommended to amend this prompt to read: "Describe how you have worked to create an inclusive space where diversity and equity are valued by all learners in the school community."

	Leader	Instructional Partner	Information Specialist	Teacher	Program Administrator
Inquire - Build new knowledge by inquiring, thinking critically, identifying problems, and developing strategies for solving problems.	How will you lead and engage all learners in an inquiry and problem-solving process, and what will that look like?	Describe how you would work with classroom educators to develop inquiry-based learning experiences that personalize learning.	How will you integrate technology and information literacy skills into your work with classroom educators and learners?	Describe what we would see if we watched you and a classroom educator coteaching a research unit.	When you think of inquiry, what is one program/service/strategy that you would bring to our school library?
Include - Demonstrate an understanding of and commitment to inclusiveness and respect for diversity in the learning community.	Describe how you will create an inclusive space where diversity and equity are valued by all learners in the school community.	How do you and a classroom educator work together to provide opportunities for learners to interact with others who reflect a wide range of perspectives?	How do you ensure that you have appropriate resources for all learners in your school? How do you include reading and instructional materials in both print and digital formats that represent multiple perspectives and varying points of view?	Describe ways you would engage learners in discussion and active debate when multiple and diverse viewpoints are presented.	What physical attributes and policies do you put in place that will create an inclusive, inviting, and respectful environment in the school library?

<p>Collaborate - Work effectively with others to broaden perspectives and work toward common goals.</p>	<p>Give a specific example of how you would build a culture of collaboration throughout the school. How would you measure success?</p>	<p>Tell us about a team/group project you have worked on and how you contributed to it. How would you develop working teams?</p>	<p>What are some collaborative technologies that you find useful when working with others? Give an example of a collaborative technology you might use with learners and how you would use it.</p>	<p>Describe how you might collaborate with a classroom educator. What would it look like?</p>	<p>How should the school library be connected to the vision of the school? How would you collaborate with the principal?</p>
<p>Curate - Make meaning for oneself and others by collecting, organizing, and sharing resources of personal relevance.</p>	<p>Give us an example of how you will create a culture of reading among our learners and staff. Can you give us some examples of your favorite books for secondary learners?</p>	<p>Imagine that a classroom educator provides you with a copy of an upcoming assignment and asks you to provide resources tailored to that assignment. Describe how you might engage learners in the curation process.</p>	<p>Discuss how you have used technology to support learning, organize or share information, or provide access to information. Discuss how you will teach learners to use digital tools to curate for themselves.</p>	<p>Describe how you might collaborate with a classroom educator to promote and support learner curation.</p>	<p>Describe how learners will find and use the school library 24/7.</p>
<p>Explore - Discover and innovate in a growth mindset developed through experience and reflection.</p>	<p>Give some examples of how you have been a leader, change-maker, thought leader.</p>	<p>How do you and classroom educators help all learners develop a growth mindset?</p>	<p>What is your experience with both low-tech and high-tech making? Describe an example of how you would connect making to the curriculum.</p>	<p>Describe how you would foster an environment where learners could reflect and provide constructive feedback.</p>	<p>How does the school library's intellectual and physical space promote a growth mindset?</p>
<p>Engage - Demonstrate safe, legal, and ethical creating and sharing of knowledge products independently while engaging in a community of practice and in an interconnected world.</p>	<p>Describe your global learning network. How do you learn about trends and best practices in education and school libraries?</p>	<p>Describe how you partner with a classroom educator to provide digital citizenship skills beyond information literacy skills.</p>	<p>Talk about an experience when a parent has complained about a book, a technology tool, learning materials, a lesson plan, or an assignment. How did you handle the situation?</p>	<p>What are your expectations for learners to self-assess their work and publish it for a wider audience?</p>	<p>What steps do you take to strengthen the relationship of the school library and the community?</p>