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| Interview Debrief Template |
| Complete after each meeting or interview |

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| Date | Click here to enter text. |
| Company Name | Click here to enter text. |
| Role | Click here to enter text. |
| Interview Format (i.e., Phone, In-person, Panel) | Click here to enter text. |
| Met with: Name(s)/Title | Click here to enter text. |

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| What did you learn about the role/position/company? |
| Click here to enter text. |
| Did your interview experience confirm or modify your interest in the role? |
| Click here to enter text. |
| What are the key challenges and initial priorities for the person who steps into this role? |
| Click here to enter text. |
| Does this position meet the primary objectives of your job search? (eg. Work/life balance, learning a new skill, focus on specific industry, etc.) |
| Click here to enter text. |
| Overall, how did you feel the interview went? What you do well? Not so well? |
| Click here to enter text. |
| Was there anything you planned to say that you didn’t get a chance to? |
| Click here to enter text. |
| Were there any questions that surprised you or caught you off guard? If so, how did you answer it? |
| Click here to enter text. |
| What are the next steps in the process? What is their timeline to fill the position? |
| Click here to enter text. |



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