



At Sylvan, we're all about communication and empowering employees to be their best by providing the tools they need to achieve our expectations. This interview guide is one of those tools so that you can rock the interview process.

Preparing for Your Interview

From the time a member of the HR team reaches out to you, until the moment an offer is extended, typically takes about 3-4 weeks. Our goal is to respect that your time is valuable while ensuring we hire the right person for our team. Who's the "right" person? Our team is full of smart, fun people who believe education is everything. Our team members have a desire to consistently grow and develop their careers through hard work, while enjoying a laugh with team members.

Our Corporate Headquarters is located in beautiful Hunt Valley, across from the Hunt Valley Town Center. This means lots of food and shopping options! While we are a casually-dressed team, we recommend at least business casual for interviews.

Prepare for Your Interview

Our team is full of motivated people who love coming to work each day. Show us that you're motivated as well. Research our Company, check out our [newsroom](#), look up your interviewers on LinkedIn; we're the best known brand in education, and we're proud of that!

Interview Time

For every position, we conduct both functional and culture interviews. In the functional interviews, you'll interview with those team members you'll work with day-in and day-out. Expect to be asked about your experience, your abilities and relevant skills. The culture interviews allow us to learn about you, what makes you tick, what motivates you, and how you want to develop in your career. We want to make sure you'll fit in, as this slightly quirky bunch functions as one big team. Some positions require you produce a work sample. This allows us to understand how you translate your abilities and skills to produce results.

When you arrive, check in at the receptionist area. Be sure to arrive early so we can grab you something to drink, let you use the restroom, and ensure you are relaxed before your first interview.

We're not just interviewing you! Be sure to interview us as well; we want this relationship to last awhile! Ask your interviewers why they love us; ask them about their biggest challenges and what their largest accomplishments have been. Make sure you aren't just choosing the job, but the team too.

After your interview, a member of our HR team will remain in touch to keep you up-to-date on where we are in the interview process.

Still have questions, give us a shout!