



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

Preparing for Your Interview

The hiring process, 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 innovative, results-driven people who believe education is everything. Our team members have a desire to grow consistently 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 business casual dressed team, we recommend business professional 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

Whether the position is on site or virtual, 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 Human Resources just past the elevators. Be sure to arrive early so we can grab you something to drink, provide you with your interview schedule, and let our Sylvan team know another stellar candidate has arrived!

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.

If you ever have questions, reach out to our HR team at HR-MAIL@sylvanlearning.com.