

Tips regarding the application process

Tips regarding the application forms:

The application forms will be open between October 2nd and October 21st, and are found on the Guild's web page. Here are some tips and things to consider when applying for a position at the Guild!

- Answer all the questions in the application forms for the position you're applying for, as well as the general questions if there are any.
- Research the positions you're applying for at the Guild's web page.
- Feel free to speak with the current volunteers at the K-guild to gain more insight into the positions you're applying for. (You'll find who the volunteers are at the web page, under the tab Organisation - Committees and project groups).
- Apply for as many positions as you want!
- In every application form there is a question where you get to rank the positions you've applied for; think thoroughly about how you want to rank the positions you've applied for! This will make it more likely for you to get the position you want the most!
- Please save your survey answers when you've sent your application - they are helpful if you've applied for a interview-position and need to refresh your memory!
- Come to the First Fall Guild Meeting on October 16th at 5.15 pm and see how a Guild Meeting is conducted!

Tips regarding interviews:

If you've applied for a position with economic responsibilities, alcohol responsibilities or any kind of professional secrecy, you will be called to an interview. The interviews will take place between November 4th and November 12th. The exact time and date for your interview will be detailed in your summons e-mail. Here are some tips and things to consider regarding your interview!

- Read through your answers in the application form before your interview, if you've saved them.
- Be on time for your interview!
- Feel free to speak about your past experiences that are relevant to the position you're being interviewed for.
- Do not inform other interviewees about the interview questions after your interview, to ensure fairness for everyone.

How the interviews are conducted:

Interviews at the K-guild are conducted as following; you get a summons e-mail on the e-mail you stated in the application form, with you time and date for the interview. It is important to be on time for your interview. Feel free to be there a few minutes earlier! When it's time, someone from the Nomination Committee will come out and welcome you in to the interview room. There will be 3-4 members of the Nomination Committee present, of which one of them will be asking the questions and the rest of them will be taking notes.

We will start the interview by asking 5 quick and non-serious questions for warm-up purposes, and the answers to these will not be noted. Then the interview starts, and so does the timer. We will inform you the amount of time you will have for the interview. We will also inform you when there is 1 minute / 30 seconds left of your interview. Then the interview is over, and you are free to leave the room!

On November 19th the Nomination Committee will release their nominations for all positions, and that's when you find out what positions you've nominated for!