General Wardrobe Tips

What to Wear:
You may have been in classrooms and schools where you saw teachers wearing casual clothing such as blue jeans, tennis shoes, capri pants, etc. There is considerable debate about the appropriateness of such casual dress for teachers, but in an interview situation – there is no debate! An interview is where you are expected to put your best foot forward. It is important for you to give everyone a professional impression in both dress and manner. Conservative, business attire is your safest option. Stay away from heavy perfumes or colognes, and remember, your best accessory is a smile!

General Tips:
Stay away from strong scents, tight or gaping clothing, wrinkled clothing and un-tucked shirt tails, and distracting body piercings and hair color. Bring a light briefcase or folio to keep a supply of résumés, your interview schedule, a writing utensil, and collected business cards.

Wardrobe Tips for Women

Suits/dresses: Look for...
- Suit with either modest skirt or slacks
- Classic fabrics, patterns, and colors which are always in style and easy to accessorize
- Dresses in solid color or conservative print
- Contoured jacket collar that fits smoothly around the neck with no space between it and your shirt
- Smooth, straight seams and hems

Suit care: Be sure to...
- Hang suits on wooden or plastic contour hangers. Leave your jacket unbuttoned and be sure to empty pockets.
- Leave space between hangers so garments will be free of wrinkles.
- Read and follow the care instructions on your garment.

Blouses/shirts:
- Tailored blouses/shirts, not a lot of frills or ruffles
- Solid color or conservative prints to coordinate with suit
- Career blouse or top

Shoes:
- Wear low to medium heeled, close-toed pumps or dress shoes
- Shoes should coordinate with your suit/dress
- Keep shoes clean and in good condition
- Conservative colors, preferably solid
- Skin-colored hosiery
Other Important Information:
  • Keep nail color, make-up, and jewelry light and conservative – for example, no more than one ring per hand and only one set of earrings.
  • Make sure you can sit down and get out of chairs without wobbling on heels that are too high or allowing a skirt or dress to hike up to a level that would make your interviewer uncomfortable. Turn sideways in a mirror and check your appearance for gaps in your shirt between buttons.

Wardrobe Tips for Men

Suits: Look for…
  • Classic fabrics, patterns, and colors which are always in style and easy to accessorize
  • Contoured jacket collar that lies smoothly around the neck with no space between it and your shirt
  • Smooth, straight seams with a single row of stitching

Suit care: Be sure to…
  • Hang suits on wooden or plastic contour hangers. Leave your jacket unbuttoned and be sure to empty pockets.
  • Leave space between hangers so garments will be free of wrinkles.
  • Read and follow the care instructions on your garment.

Shirts: The best ones have…
  • A single row of stitching along shoulder and side seams to prevent puckering
  • A quality shirt will have 15-18 stitches per inch for strength and better appearance
  • Store ties unknotted to hang out wrinkles
  • Long-sleeved collared shirt in either white or conservative colors

Outer coats: Keep in mind that…
  • Outer coat sleeve length should cover the suit coat sleeve
  • You should sit in your outer coat in the store to be certain that it is comfortable

Shoes:
  • Wear dark dress shoes with dark socks
  • Shoes should coordinate with your suit
  • Keep shoes in good condition and polished
  • Clean body and well-groomed hair
  • Dark suit with tie and dress belt

Other Important Information: Be sure to have well-trimmed facial hair. Hair length should be appropriate as well as clean and well-groomed.