Prepping for Success in the Interview
AGENDA

- Prepping for success
  - Ask before you get there
  - Anticipating questions
- Practice
- Workshop
Anxiety!

What anxiety feels like...
KEEP CALM AND GET YOUR DREAM JOB

I CAN'T KEEP CALM BECAUSE I HAVE ANXIETY
Ask Before You Get There

- Interview structure: One-on-One? Panel? Group?
- With whom will you meet?
- Is there anything specific that you should prepare?
- Logistical accommodations—e.g., Where should I park?
What Might They Ask You?

- **Common Questions**
  - Tell me about yourself
  - Why do you want this job?

- **Job-specific Questions**
  - Tell me about your experience with X
  - What are the biggest problems facing X [industry, social issue, etc.] today?
Research

- Job description
- Organizational website
  - Staff bios
  - Published documents
  - Other posted jobs
- LinkedIn
- Glassdoor
Your S.T.A.R. Stories

S - Situation
T - Task or target
A - Action
R - Result
When You Are Stumped

- Paraphrase the question to the interviewer
- Ask for a moment to reflect
- Ask if you can come back to the question, then jot it down, then COME BACK to it
Nonverbal Cues

65% - Fail To Make Eye Contact
36% - Fail To Smile
33% - Play With Thing On Table
30% - Have Bad Posture
29% - Fidget Too Much
26% - Cross Arms Over Chest
25% - Play With Hair/Touch Face
A Word on Follow-Up

- Thank you
  - All parties
  - Individually tailored
  - Within 24 hours
  - Reiterate continued interest

- Patience

- Relax, Recuperate, Re-energize
Workshop

Spend a few minutes to prepare:

- Elevator speech
- S.T.A.R. stories
  - Planning an event or conference
  - Leading a workshop or seminar
  - Writing a thesis or dissertation
  - Managing a team (or class!)

After: Break into groups for practice!
Elevator Speech

- Answers the questions:
  - Who are you?
  - What do you do?
  - What are you looking for?

- Tailored to the audience
- Straightforward language
- ~60 seconds
Your S.T.A.R. Stories

Questions:
- Tell me about a time when you experienced failure and how you reacted.
- How do you go about deciding what to do first when given a project?

Describe:
- **Situation**—what was happening?
- **Task or target**—what was the charge?
- **Action**—what did YOU do?
- **Result**—how did things end up?
Time to Practice

Groups of three:
- Interviewer
- Interviewee
- Evaluator

Questions:
- Tell me about yourself.
- Tell me about a time when you experienced failure and how you reacted.
- How do you go about deciding what to do first when given a project?
- What’s your biggest strength? Weakness?
- Why are you leaving academia?
Questions?
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