

Recipe for Success



One part preparation and one part practice yields a great interview.

Preparation	
Strategy	Tools & Tips
Anticipate the questions you might be asked and plan your answers.	<ul style="list-style-type: none"> ▪ Ask yourself, “If I were the interviewer, what would I ask?” ▪ Talk about what you know and be honest. ▪ Prepare answers and practice them – up to a point. Avoid sounding rehearsed or overly coached. ▪ Use the SEER model (page 64) as your guide.
Present the “best you” that you possibly can.	<ul style="list-style-type: none"> ▪ This isn’t the time to experiment with new exciting hair-do’s. ▪ Iron out the wrinkles. People can see if you’ve made the attempt to pull yourself together. ▪ Remember where you’re going – it’s an interview, not the mall. <i>You are interviewing before professional, conservative judges.</i> ▪ Borrow something from a friend if necessary. ▪ Relate – Be Comfortable – Be Yourself.
Make your entrance and your departure purposeful, comfortable and appropriate.	<p><u>First Impressions</u></p> <ul style="list-style-type: none"> ▪ Walk tall and with purpose ▪ Smile ▪ Give a firm handshake ▪ Greet the people you meet <p><u>Lasting Memories</u></p> <ul style="list-style-type: none"> ▪ Say thank you ▪ Smile ▪ Leave with a statement that brings closure
Think positively and realistically.	<ul style="list-style-type: none"> ▪ Use positive self-talk to psych yourself up. ▪ Use deep breathing and visualization to calm nerves. ▪ Keep things in perspective – it’s only 7 minutes and your best attempt is all anyone can ask.