

"Working with a professional and receiving valuable feedback on your performance in a mock interview is similar to working with a sports coach to learn how to improve your game". (monster.com)

In today's competitive world, students must be prepared. The Center for Career and Calling recommends that all students searching for a job participate in a mock interview.

Program Goal: Provide SPU students with the opportunity to practice and/or improve their interviewing skills. This program helps students to perfect interviewing techniques and receive valuable feedback and performance coaching by counselors and experienced professionals.

Program Overview:

- It is recommended that you first meet with a career counselor to gain an overview of the interview process.
- Prepare your resume and obtain a job description of the position you will be interviewing for.
- Make an appointment for a mock interview in person at the Center for Career and Calling, 2nd floor SUB, or by calling the CCC front desk 281-2485. *Note: The entire appointment will take about an hour. It will include an interview session with CCC staff and/or volunteer professional plus time for debriefing with constructive feedback on how to improve your interview skills.*
- Bring or send a copy of your resume and the prospective job description well in advance of your appointment, ideally when making the appointment. Your interviewer will need time to review your qualifications in regards to the position you are applying for. The mock interview is intended to be as close to the actual experience as possible.
- Students will have the option of being videotaped for enhanced constructive feedback to identify their strengths and weaknesses in an interview setting.

Preparation:

- Research the company/industry and job of interest – prepare as if you are going for a real job interview!
- Anticipate interview questions and script sample answers to demonstrate a connection between your experiences and the job requirements. Prepare a few stories that illustrate your skills and strengths.
- Have questions prepared to ask the interviewer (as you would in a real job interview).
- Review the "Interviewing" section on the CCC website.
- Cancellations – If you are unable to make your scheduled interview, phone CCC immediately so someone else can use the time slot.

The Interview Session:

- Be on time. Check in at the Career Center front desk on the 2nd floor of the SUB.
- Dress professionally as you would for an actual company interview. Wear business attire.
- Greet the interviewer with a smile and enthusiastic handshake.
- Listen to the questions and ask for clarification if the question is not clear.
- Keep answers concise and to the point.
- Make sure that you are marketing yourself to the interviewer.

The Professional Feedback:

- If your interview was videotaped, observe your feelings while viewing the tape and listening to your answers. Are you presenting yourself as you intended?
- Ask for suggestions for improvement in areas where weaknesses are noted.
- Learn from your performance. This is an excellent opportunity to learn how you will be perceived by recruiters, hiring managers or human resource professionals.