

Getting the Opportunity

UnCollege Gap Year

Learning Objectives

Fellows will understand

1. how to prepare for an interview
2. how to ask questions
3. reframing the interview
4. importance of non-verbal communication
5. best practices during interview
6. value of proper follow-up

Skill Objectives

Fellows will create

1. personal elevator pitch
2. potential answers for behavioral questions
3. system for deliberate practice
4. plan for getting real world practice

**You are only as
good as your
line of inquiry.**

There are stupid questions.

Understand the Industry, Company, Team and Position

Industry

Incumbents and challengers.

Drivers of innovation.

Thinkers, analysts, personalities.

Positions, deliverables, work process and product.

Company

Size and growth.

Identity. Vision and mission.

Market positioning.

Perceived opportunities and threats.

Strategic planning process

Objectives.

Team

Objectives and priorities

Headcount.

Discretionary budget.

Job Description

Background, story.

Skill sets.

Work product.

Commando, Infantry, Police.

Creation, Promotion, Prevention.

Outreach for Opportunities

- Prepared
- Purposeful
- Professional
- Polite
- Persistent

Tools:

Cover Letter

Resume

Work Samples

Ideas for company

Volunteer for a project

Do a project, unsolicited.

Volunteer to do a project! Ghost writing and research are the easiest.

The Manager Mindset

“Everyone is a job keeper.”

Risk Averse

Prevention Focused

Reframe the Conversation

Be Safe

Be an Asset.

Value of interviewing?

Information - fit
Connection
Practice
Data

Surprises!

It's not about **you**, but if you are a good fit for them

Most important work comes **before** interview with your research, prep and practice.

Know yourself, skill level, **reality of your value**. Often mismatch between view of interviewer/job seeker

How you present yourself during the interview and **manage time** matters as much as what you say

Interview Killers!

No engagement, prep, curiosity, thinking

The “recency effect” - What have you been...?

Bad body language, grooming, habits

ME! ME! ME! Attitude

Arrogance or Timidity - either extreme

Strategies

1. Prepare -extensively
2. Practice - deliberately
3. Present - enthusiastically
 - a. Mirror - attitude, language, body language
4. Follow-up - meaningfully

Prepare

1. Research company and job details: profiles, skills, needs, future issues
2. Find and connect with HR people, people at company
3. Prepare thoughtful questions for them
4. Prepare answers to potential questions from them, using real experience and relating what you have done to their needs
5. Have sample stories for open-ended questions, behavioral, top ten

Practice

1. alone with mirror
2. with partner
3. video self and watch, self-evaluate
4. submit video for feedback
5. mock interviews with group and feedback
6. practice at a career fair
7. get an interview

Present: At the Interview

1. Nonverbal: d,b,h,bl,ec,p,vm, i
2. Time: don't rush or ramble, concise
3. Honest, Authentic, Genuine, Thoughtful
4. Confident not Arrogant: Smile
5. Practical: real results and how they apply
6. Engage: show curiosity,learning,thinking
7. Empathy

Beware ...

Details related to what YOU want -avoid discussing salary, benefits, hours at this point

Complaining, blaming, negativity

Follow-up

Thank you, use names

Give pertinent further information

Give additional info to improve an answer

Demonstrate you are thinking of how you fit
needs of company

Deliverables

1. Find a partner and record a video of “tell me about yourself” pitch
2. Write down answers to behavioral interview questions, practice with a partner, and practice on video
3. Find a job you want to apply for and research company and position, prepare answers to potential questions