

Tips:

Job interviews can be the most important part of the application process, and can also be extremely anxiety-provoking. Emphasize the value of practicing for job interviews, and provide opportunities for doing so. Maintain a focus on learning skills and strategies, and remind people that with increased mastery and experience, confidence will improve and interviews will seem less intimidating.

If you have access to audio or video tape technology, USE IT! While being taped makes some people uncomfortable, it provides the applicant the best feedback possible an accurate record of the interaction. People learn a lot from hearing and seeing themselves, especially if they are anxious. Give the person an opportunity to identify what they thought went well about the interview, and also what they would change if they had a second chance. Depending on the situation, you might also invite others to provide feedback as well.

Outcomes:

By the time you're finished covering Brochure 8, participants should:

- a) know what to expect to happen at a job interview.
- b) know what kinds of questions to expect and a plan for responding to interview questions.
- c) know what they would like to ask in a job interview.
- d) have had the opportunity to practice interviewing, and evaluating their interview experience.