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| |  | | --- | | Module 5 – INTERVIEW SKILLS | | The hiring process typically includes several (video) calls with different stakeholders from the potential employer. Special attention should be paid to clear, effective communication and a confident, convincing appearance. It is important to adequately prepare to come across as competent and connect with the interviewer(s). | |  |

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| Key learning(s) | Objectives | optional instructional tools |
| Communicating your value in person | Present yourself authentically and communicate your skills in a realistic interview setting. | Question catalogue |

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| Concept #1 | Concept #2 | Concept #3 | Concept #4 |
| Before the interview | Strategies for answering questions | Asking questions | After the interview(s) |
| Topics to be covered | Topics to be covered | Topics to be covered | Topics to be covered |
| Purpose of an interview  Anticipate what to expect  Preparing for an interview  Interview do’s and don’ts  What to wear | Understanding what interviewers are looking for  Responding to competency-based questions  Addressing sensitive/personal topics | Building rapport with the interviewer  What to ask in which interview  Addressing salary expectations | Follow-up communication  Negotiating on an offer  Next steps |
| Excercises | Excercises | Excercises | Excercises |
| Do your research | Come up with responses for the FAQs | Come up with questions for the potential employer | Mock interview(s) |