

Interview Skills

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Workshop 9-10.30

Interactive presentation to cover:

- Do's and don'ts,
- Types of interview
- Some interview role play
- How to prepare properly.

At each part of the presentation ask them to think about and discuss the question on the slide before revealing and talking through the answers.

The 'role play' section. – Approx. 10-15 mins.

Split the group into pairs. Label one A and one B.

A has to talk to be for 1 minute about their favourite holiday.

B has to not listen using closed body language, no eye contact etc.

They then swap and then discuss why good body language is important.

If time- you can also get A to talk to B about their favourite film/book while using bad body language and eye contact and get B to explain how that feels etc.

10.30-10.50 - Break

Preparation time 10.50-12.20

Students will be given time to research and prepare for their interview. They will have access to computers and colleagues will be available to support and answer any questions.