USING THE STAR TECHNIQUE TO PREPARE FOR INTERVIEWS

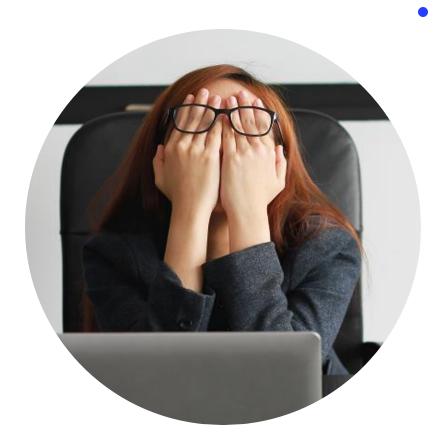


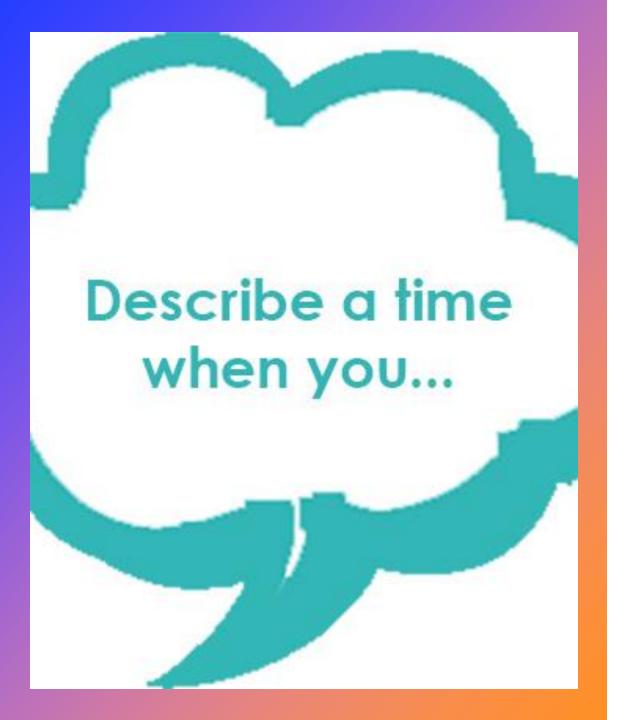


Job Interviews

Job interviews are nerve-racking for everybody, but if you don't have much experience, or it is your first interview, it can feel especially daunting.

- "What will they ask me?"
- "What if my mind goes blank?"
- "What if I don't understand the questions?"
- "How can I talk about my relevant experience if I don't have any?"





Competency-based questions are very common in interviews.

They are designed to see whether you have the skills, knowledge and behaviours needed for the job.

Competency-based questions might start with

- "Describe a situation where..."
- "Tell us about a time when..."
- "Give me an example of when you..."

These kinds of questions force you to think on the spot so they can be tricky...

...unless you are prepared!



The good news is that a simple method called the **STAR Technique** can help you to answer questions clearly and precisely at interview, even if you don't have any work experience.

STAR stands for:

SITUATION – describing what happened and where

TASK – explaining what you were doing

ACTIONS – describing what actions you took and skills
you used

RESULT – describing the outcome and what you

RESULT – describing the outcome and what you achieved





SO, HOW DO YOU ACTUALLY USE THE STAR TECHNIQUE?

This <u>short video</u> explains what the STAR Technique is, and gives an example of how to use it.

The example in the video describes the skills gained through a hobby, not a job, so you can see how the experiences you have gained in and outside school can be used to demonstrate the skills employers are looking for.

Over to you...

It's your turn to have a go so grab your handout.

The first page reminds you what STAR stands for and gives a simple example you could use to demonstrate team work.

Now turn over the page and have a go at filling out the blank STAR model to answer the question "Tell me about a time you had to overcome a challenge and how you achieved this".

If you have time, try answering some of the common competency-based interview questions on the second page of your handout using the blank STAR models on the following page. Remember to use your past experiences as examples in your answers.

If you need any help with interview questions, don't forget you can ask to see Mrs Wainwright, the Careers Adviser.

Have a look at your handout

Remind yourself how to use the STAR technique

Have a go using your own experiences

Try answering some more interview questions using STAR

Ask for help if you need it!