



Preparing Students for a Mock Interview

In the coming weeks, your students will engage in a career exploration work-based learning activity through mock interviews. These mock interviews serve as a bridge, connecting the classroom lessons with the college and career opportunities that lie ahead.

Student Learning Objectives:

- Provide students with an opportunity to practice and showcase vital employability skills such as communication, critical thinking, workplace etiquette, and punctuality.
- Assist students in familiarizing themselves with work-readiness activities.
- Enable students to build confidence in their ability to communicate with adult professionals effectively.

Preparing Students:

There are several classroom activities that can effectively prepare students for their mock interviews:

1. **How to Write a Resume and Cover Letter:** Consider collaborating with an English teacher or utilizing online resources to guide students in creating a professional resume and cover letter. Schoolinks will be the platform that we will continue to use to create and download resumes.
2. **How to Dress Professionally:** Address common misconceptions about professional attire with your students. Share resources such as YouTube videos that illustrate both good and poor examples of professional dress. These resources can help students understand what's appropriate for their interviews.
3. **Interview Preparation:** Devote a class period to practicing interview skills. Conduct a combination of class discussions and role-playing exercises where students take turns acting as both interviewer and applicant. Ensure that students have their applications and resumes ready. Afterward, reflect on what students have learned. YouTube videos demonstrating good and bad interview examples can aid in their practice and preparation.
4. **Thank-You Note:** Instruct students to write, proofread, and send a thank-you note to their interviewers as a professional courtesy.
5. **Mock Interview Evaluation:** Assist students in completing the Work-Based Learning Experience Evaluation, which provides valuable insights for shaping future work-based learning experiences.
6. **Mock Interview Student Reflection:** Encourage students to engage in reflection exercises that allow them to analyze their experiences. These reflections should prompt them to consider the connections between their school education and the world of work, their impressions of a worksite, the components of a positive mock interview experience, and the importance of preparation, knowledge, and skills in pursuing their career goals.

Incorporate activities that facilitate individual reflection, followed by opportunities for students to share their insights with the class. This comprehensive preparation will empower your students to excel in their mock interviews and gain valuable insights into their career aspirations.