



Easy steps to **Mock Interviews for jobs or going to university** with **Inspiring the Future**

Teachers might find in Year 11 or Sixth Form/College that pupils need extra support ahead of thinking about applying for their first permanent job or for interviews for Apprenticeships or college courses.

They may never have had an interview and be unused to the more formal Q&As; this is an opportunity for professionals who are used to recruiting to give their valuable hints and tips to students.

What to do

1. Select a group of students who would benefit from Mock Interviews.
2. Log on to Inspiring the Future (<http://www.inspiringthefuture.org/>) and invite volunteers who have selected 'mock interviews' as an activity, giving details on the date, time and venue, along with what you would like them to do and/or bring.
3. Follow up one week before the event to re-confirm.
4. Send volunteer examples of questions they might want to think through.
5. Prepare pupils by asking them to prepare a CV and/or think about their transferable skills, any work experience and what career they might like in the future.
6. Allow 10-15 minutes per pupil for mock interviews and ensure your volunteers have the chance to give constructive feedback to them individually.
7. Let us know how it went – send us any pictures, videos and feedback so we can help to showcase and celebrate your success by emailing carol.glover@educationandemployers.org and follow us on @Edu_Employers the account that we will retweet from.

Example Mock Interview questions for volunteers

Volunteers will undoubtedly have some questions to mind themselves but teachers can help prepare students in advance with practice runs.

Mock Interviews Sample Questions

- What are your strengths? What are your weaknesses?
- Do you like working on your own or working in a team?
- What would you look for in a job?
- What do you enjoy doing?
- Where do you see yourself in 10 years?
- What are your hobbies and interests?
- How would you describe your style of working?
- What are the three most important things to you when you are looking for a job?
- What makes a good manager/team player?
- How has your education prepared you for work?
- Describe a time you have:
 - worked in a team
 - managed conflicting priorities
 - done something difficult
 - solved a problem
 - come up with a new idea
 - responded quickly and efficiently to a task

Encourage students to use vivid examples from their own lives to describe their experience and how it relates to the questions.