

Interviewing

- Get comfortable with the interview process by practicing common questions (included in the resource guide). Also practice sharing your skills and qualifications.
- Prepare your outfit ahead of time, reaching out to community programs such as Dress for Success if you need help.
- Arrive 15 minutes early.
- If possible, find out who you will be interviewing with and if it will be one-on-one or a panel interview.
- Map out your route to the interview site ahead of time, noting bus routes, potential traffic, and the amount of time it takes to get there.
- Research the company to gather information that may be helpful when interviewing, such as the organization's mission, vision, and values.
- Review the job description for which you are interviewing.
- Practice making eye contact, or alternatives within your comfort level (ex: mouth-watching).
- Bring a copy of your resume and cover letter as well as the job description and your letter of explanation, if relevant.
- Prepare questions for the interviewer(s), such as when you can expect to hear back about the position.
- Make sure to thank the interviewer(s) as you leave.