

Interview Skills Workshop Agenda

Course Overview

The Interview Skills Workshop will cover various types of interviews and help participants understand the three essential stages of interview preparation. Attendees will learn to recognize the importance of thorough preparation and effective communication strategies. Additionally, the workshop will introduce the STAR technique, equipping participants with a structured approach to articulate their experiences and achieve interview success.

Learning Objectives

By the end of the session, participants will be able to:

- List types of interviews
- Recognize the three stages to prepare for an interview
- Use the STAR technique for interview success

Agenda

1. **Introduction**
 - Welcome and overview of the workshop
 - Icebreaker activity
2. **Types of Interviews**
 - Discussion of different interview formats
 - Pros and cons of each type
3. **Three Stages of Interview Preparation**
 - Research and planning
 - Practice and rehearsal
 - Follow-up strategies
4. **The STAR Technique**
 - Explanation of the STAR method
 - Practice articulating experiences using STAR
5. **Q&A Session**
 - Open floor for participant questions
6. **Conclusion**
 - Recap of key takeaways
 - Next steps and resources