



ATL Group

Simulated Interview Session



Objectives

- Comprehend importance of developing a strategy for a successful interview.
- Embrace opportunity to enhance interviewing skills by participating in a simulated interview session as interviewee or interviewer.
- Prepare participants for actual employment interview.

Part I – Interview Planning Process

- Ensure interviewee/interviewer are trained in appropriate interviewing techniques.
- Develop realistic interview questions based on employment information.
- Provide participant an effective interview tip sheet.
- Setup interview session as a realistic work environment.
- Emphasize session only for training.

Part II – Simulated Interview

- Conduct interview session.
- Provide appropriate feedback during post interview discussion: share positive comments, discuss area of improvement, and summarize/discuss next steps for further development of interview skills.
- Participant program feedback/evaluation.

Note: Interview and Feedback Sessions Length – 2 Hours

