

**Step Five: “Do you
have any questions
for us?”**



Friday, August 5

1 – 2:30 p.m.

**Success Steps for
Interviewing**



CAREER CENTER

Skills We Are Going to Flex Today

- **Curiosity** – thinking about what we want to know about the company/position and how to ask this in an interview!
- **Analytical** skills – reflecting on our interview experiences and how to re-strategize for future interviews
- **Negotiation** skills – researching facts and being empowered to negotiate salary and benefits
- **Resiliency** – strategies for how to stay motivated throughout the job search process



Let's do a quick
review of the
interview...

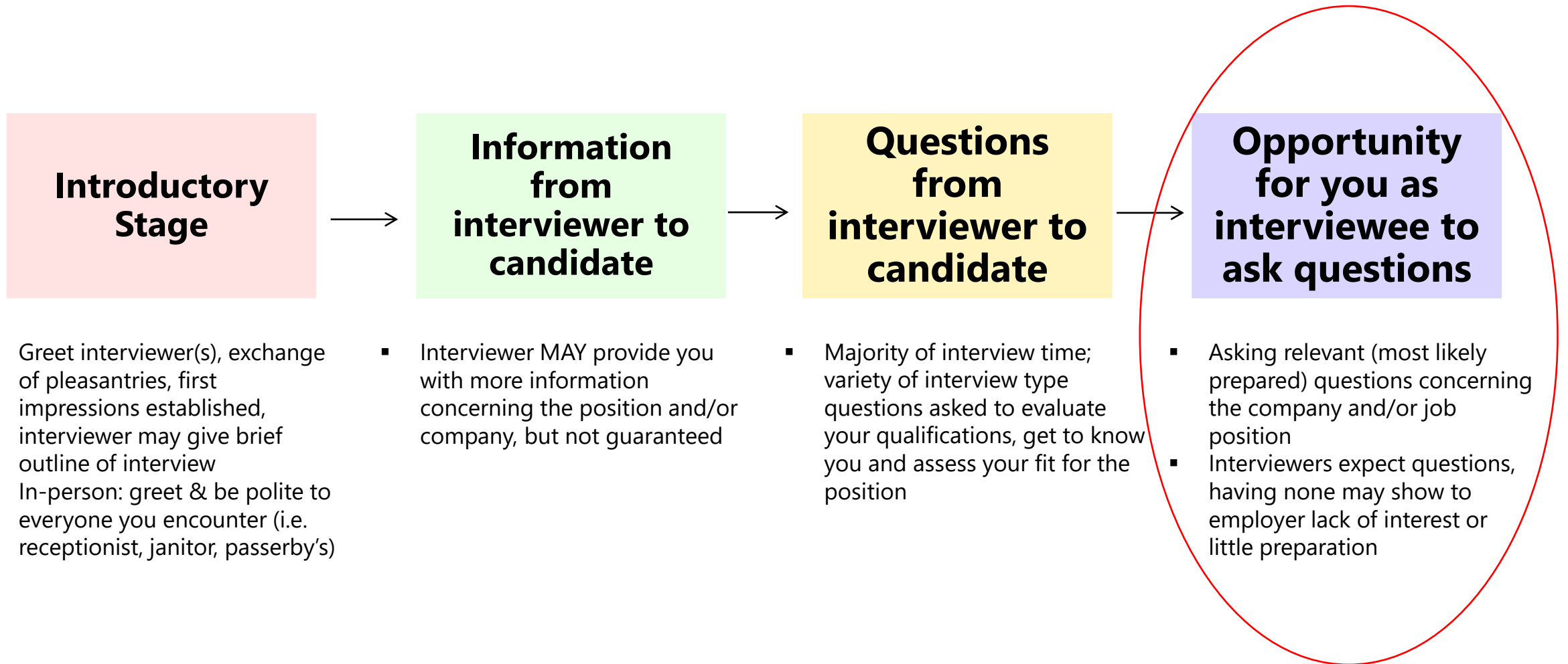


Purpose of an

Interview

- **For Them:** Hiring Managers use interviews to learn more about your background & skills, whether you're a good fit for the company, and to get to know you as a person!
- **For You:** Discover if this opportunity is the right one for you!
 - And if so, the chance to obtain the position!

Interview Stages We Have Covered This Week





How do you answer
**“Do you have any
questions for me?”** at
the end of an interview?

Let's Brainstorm

Let's think about....

- Who you are talking to. What's their role? What kind of information would they be able to give you?
- What do you want to know? What are you curious about in the role / company?



Ask Insightful, Relevant Questions in Interviews

Workplace Culture

Can you tell me more about the workplace culture of the organization?

What do you enjoy most about working here?

Further Clarify Tasks

What are some challenges I may encounter in this role and what do you recommend for overcoming them?

What does success look like in this position, and how do you measure it?

Hiring Procedures

Can you tell me a little bit about your hiring timeline for this position?

When can candidates expect to hear back about your hiring decision?

What NOT to say

- Do not say you have no questions
- Do not ask about salary *until* you have received a job offer
- Do not ask about information that could be easily found on the website

Let's discuss
how to best
reflect after
your interview!



Reflect on Your

- Interview -

Performance

- **How did the interview start?**
 - What were actions prior the start of the interview? Were you attentive and polite to others in the workplace before meeting the interviewers?
 - Did you establish a good impression? Shake hands or address all interviewers in the room?
- **Reflect on how you answered the interview questions:**
 - Analyze what responses you felt you did well, how come you performed well?
 - Analyze the responses that were incomplete or not strong
 - Take notes on what questions were asked to prepare for next interview



Reflect on Your

- Interview -

Performance



- **Reflect on the sense of engagement from interviewer(s):**
 - Was there conversation or did responses feel scripted?
 - Encourage natural conversation tone to demonstrate your interpersonal skills!
 - Reflect on your non-verbal communication (body language), how did you present yourself? What was the body language of the interviewer?
- **How did the interview end?**
 - Did you end in a positive tone?
 - Did interviewer appear enthusiastic or engaged?

Career Spots Video

Video
Review

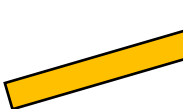


Discussion:

What are some strategies for following up after an interview?

The First Follow-Up

Always send a light thank-you note within 24hrs of interview

- Search for (or inquire after interview) contact information to email all interviewers
- Possible Template Example: 

Dear [Interviewer's Name],

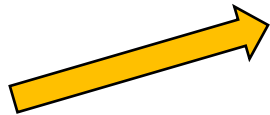
Thank you so much for taking the time to talk with me [today/yesterday]. I loved getting to hear about [interesting thing you learned from this person], and was especially impressed by [quality or trait of the company or team that made you even more eager to work there]. Our conversation reinforced my excitement to join [company] and help you all [achievement you would support in this role]. I look forward to hopefully working together in the future.

*Best,
[Your Name]*

The Second Follow-Up

After waiting past timeline,
send light check-in message

- Send a check-in message contributing or updating them on your experience
- Possible Email Example:



Dear Tim,

I hope you're doing well. I wanted to follow up about the Events Coordinator role. I really enjoyed meeting you and the team two weeks ago, and I'm very interested in the opportunity. Since we've last met, I have coordinated three additional cultural events that have promoted more inclusive and diverse art within the Los Angeles area, which I believe can be a great asset to the position of Events Coordinator at your organization.

I'd love to know if there's any further information I can provide.

Looking forward to hearing from you.

*Thank you,
Michelle*



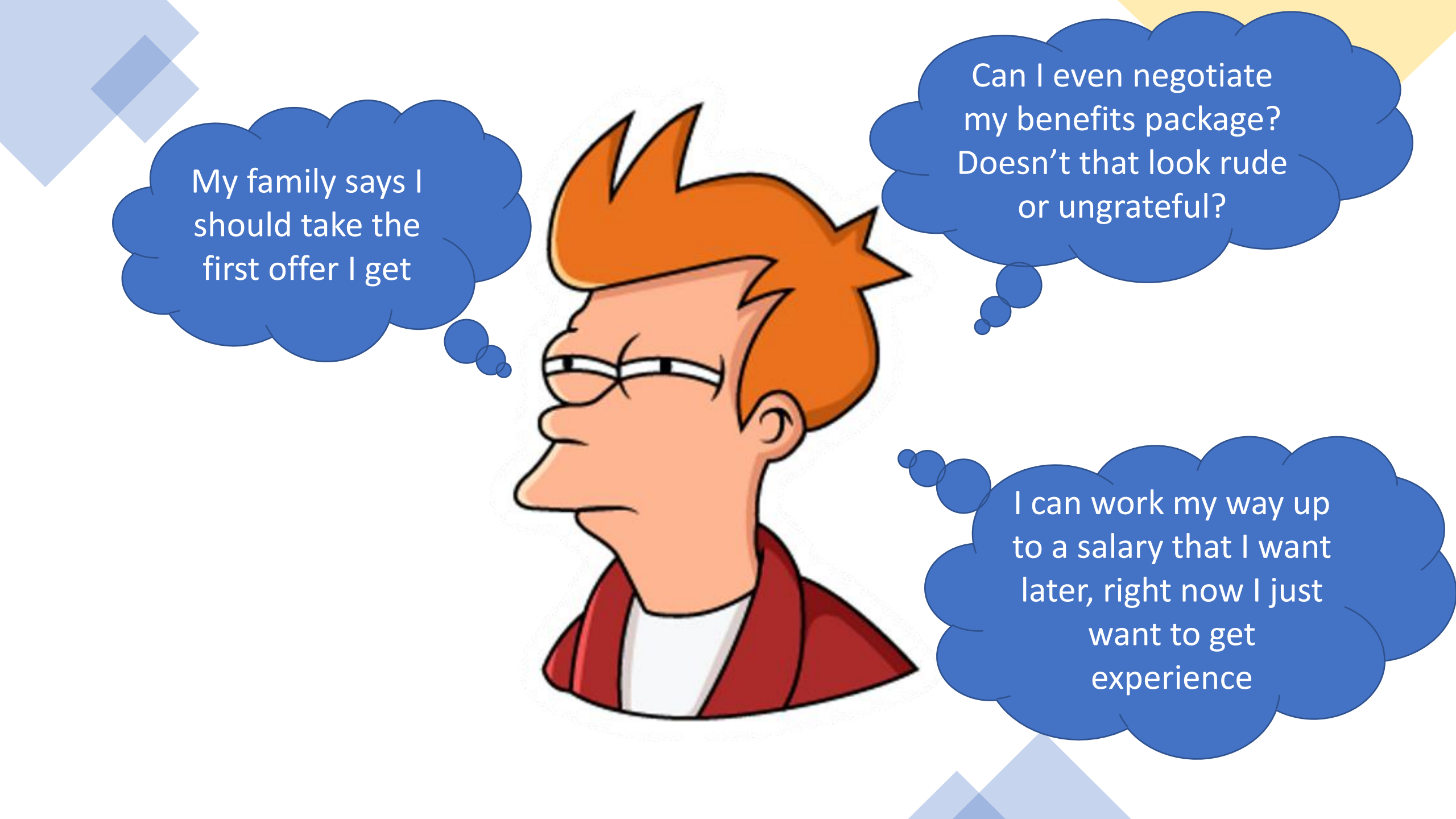
Scenario #1: You
Receive A Job Offer!

You're thinking about
accepting on the spot.

But did you know...



**That you can
negotiate your
salary and
benefits???**



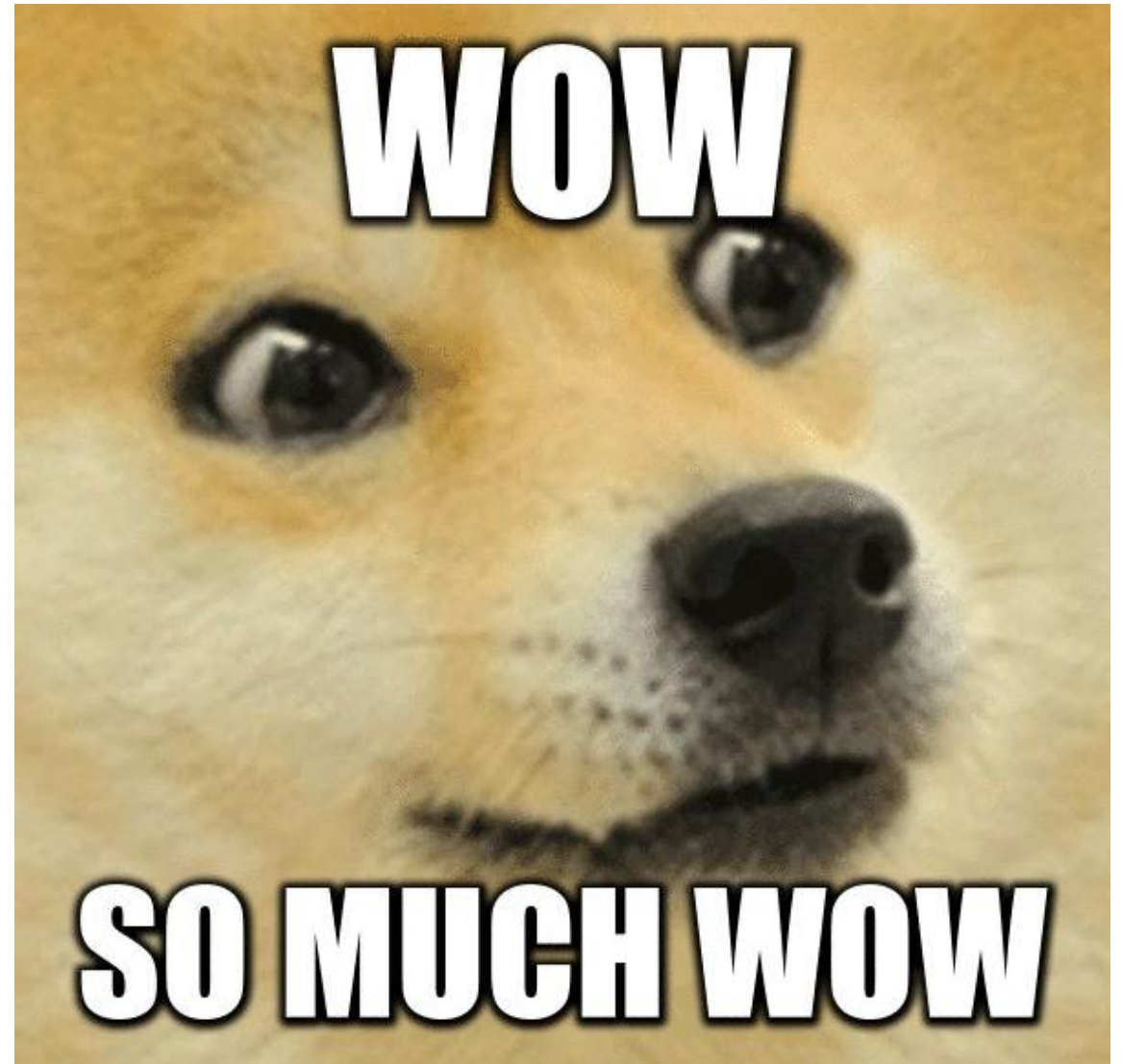
My family says I should take the first offer I get

Can I even negotiate my benefits package? Doesn't that look rude or ungrateful?

I can work my way up to a salary that I want later, right now I just want to get experience

58% of young professionals accepted their current job offer without negotiating

87% of people who DID negotiate received some of what they asked for



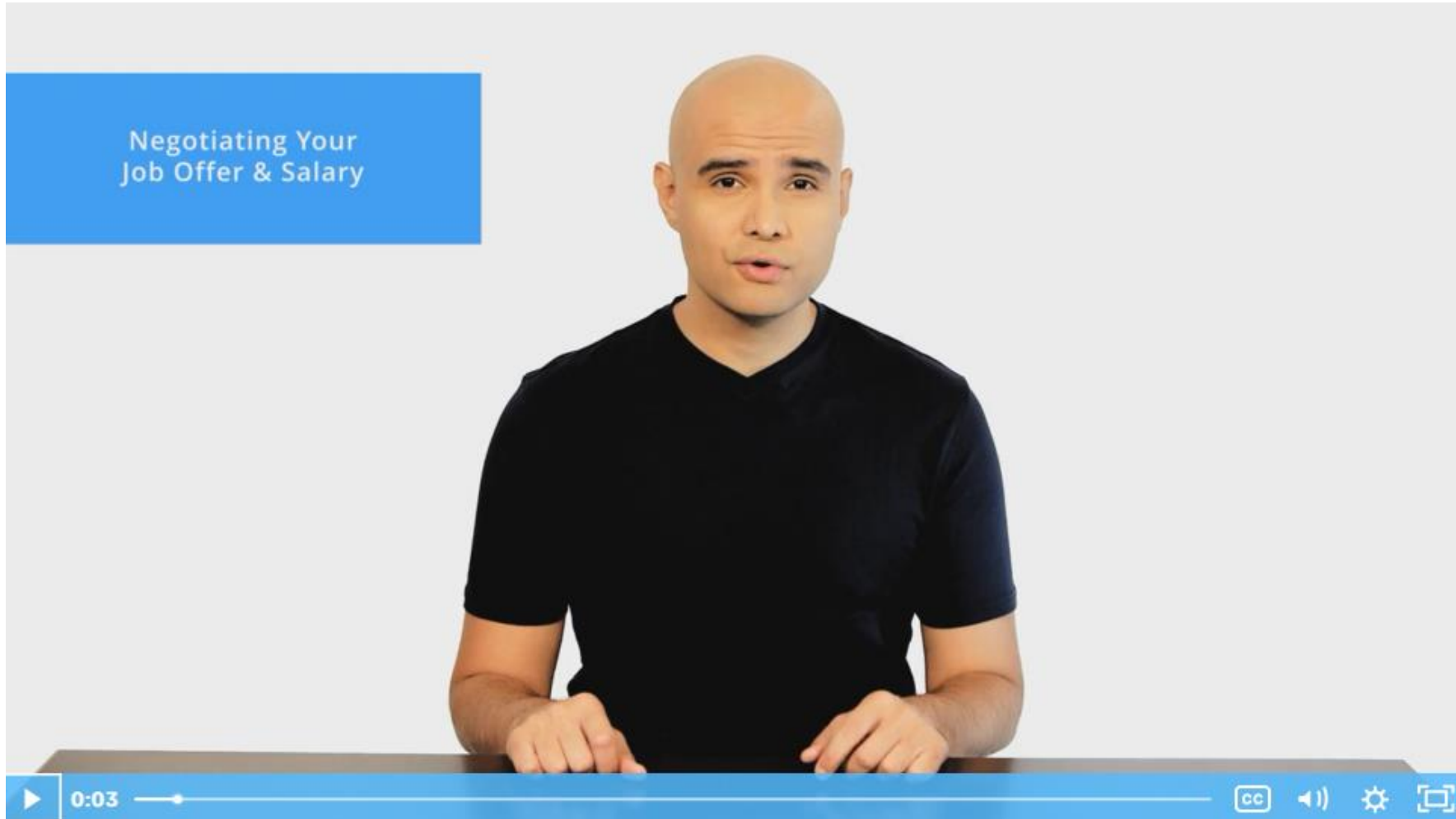
Basics of Negotiation



Discussion:

What are some strategies for negotiating an offer?

Negotiation Curriculum on Big Interview!



Review the video resource to improve your salary negotiation skills



**Scenario #2:
You Don't
Receive A
Job Offer**

Did you know?

Receiving a rejection notice after an interview does not mean you did not interview well!



Interviewing and Job Searching is Like Growing Plants

Not every seed will sprout

- Some opportunities will bloom, others don't. It's best to be strategic in how we apply!

All of the factors need to align for ideal growth

- Just like plants need the right sun/soil/water conditions, your resume/interview/fit with the team/timing will impact your results

Sometimes it's just trial and error

- You figured out that succulents die if you water them every day. As you continue job searching you will find out what works best in your interviews

Keep learning and researching

- Stay curious and learn more about your field. Sharpening your skills means you will have new experiences to share with recruiters



After Your Interview Remember To...

- ❑ Always send a thank-you email within 24 hours of your interview
 - ❑ Send a light check-in message after interview process deadline to continue to follow-up
- ❑ Reflect on what you did well and the areas that you can improve upon
- ❑ Once job offer is made, utilize best strategies to negotiate salary and/or benefits
- ❑ If job offer is not made, remain positive and resilient for the next opportunity!

We're here to help!

CAREER CENTER

- Group Advising to answer all your career questions – both in-person and virtual!
- Individual career advising – Schedule through your Navigate LA portal or call (323) 343-3237 to make an appointment

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