



Useful Resources to Prepare for Your Health Program Interview

Answering Questions

- Familiarize yourself with categories of questions they might ask
- Look back to the personal characteristics for this occupation (explore on OCCinfo: <https://alis.alberta.ca/occinfo/>) and prepare examples of situations you have demonstrated those skills
- To keep the integrity and fairness of the interview, we cannot provide you with a list of questions. However, you can find many similar questions on the internet: Google “**Multi Mini Interview questions**”
- Try using the STARS strategy <https://alis.alberta.ca/look-for-work/interviews-and-offers/use-the-stars-method-to-shine-in-an-interview/> when you are using an example from your experience to illustrate your answer.
- Practice in front of family, friends or someone you meet at this workshop
- Record yourself, knowing that you are being recorded may add extra pressure
- Watch it with no sound to notice the non-verbal communication

Practice! Give and Receive Feedback

- Use the criteria below when practicing

<p>Posture</p> <ul style="list-style-type: none"> <input type="checkbox"/> Head, shoulders and back erect <input type="checkbox"/> Used gestures to add emphasis, not too wild <input type="checkbox"/> Lean forward slightly with interest <input type="checkbox"/> Arms on table or arm rest of chair (not crossed over chest) <input type="checkbox"/> No fidgeting 	<p>Facial Expression</p> <ul style="list-style-type: none"> <input type="checkbox"/> Appeared interested and engaged <input type="checkbox"/> Smiled genuinely <input type="checkbox"/> Eye contact with friendly confidence <input type="checkbox"/> Referred to notes without “reading”
<p>Content</p> <ul style="list-style-type: none"> <input type="checkbox"/> Fully answered the question that was asked <input type="checkbox"/> Demonstrated knowledge of the occupation <input type="checkbox"/> Highlighted the skills that make you a good candidate <input type="checkbox"/> Used STARS technique to provide an example from your experience 	<p>Voice</p> <ul style="list-style-type: none"> <input type="checkbox"/> Tone changes (not monotone) <input type="checkbox"/> Appropriate pauses to think <input type="checkbox"/> Avoid overuse of vocalized pauses: “like,” “you know” <input type="checkbox"/> Appropriate pace (easy conversation; not rushed) <input type="checkbox"/> Clearly articulated what was said

Technology and Room Setup

- How not to look Ugly on a Webcam: practical tips for setting up your web camera <https://mixergy.com/infographic-webcam-settings/>
- See reverse for details



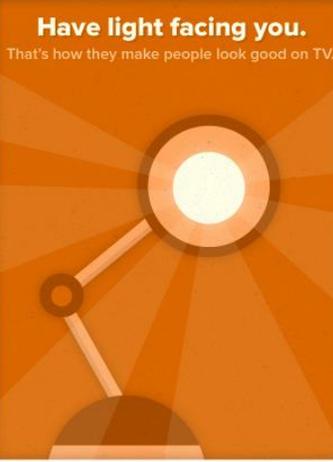
Don't have any light behind you (even if it's from a window).

When light hits a webcam, it compensates by going dark, which makes you look like a faceless shadow.



Have light facing you.

That's how they make people look good on TV.



Mind your background.

No bathroom or anything funky behind you.



Use an ethernet cable to connect to the internet & turn wifi off.

Wifi is convenient, but it has latency issues, which makes you look like you're constantly 2 seconds behind the conversation.



Find a quiet place to record.

If people have to strain to hear, they'll feel annoyed.



Restart your computer. Even if it's a Mac.

It's the best way to ensure random background programs aren't taking resources away.



Turn off any programs you don't need.

Even web browsers can be resource hogs.



Pause (or shut off) programs that upload or download files in the background.

Look for the programs you don't think about, like DropBox or cloud backup software.



Ask people who are sharing your internet network not to upload or download large files.

It'll slow down your connection and make it hard to see and hear you.



Position yourself so you're in the center of the webcam.

If you slouch, you'll look like a little head in the lower corner of people's computer screens, which will make you seem weak and uncaring.

