

The logo features a stylized eagle head in profile, facing left, with its wings spread upwards and backwards. The eagle is rendered in a golden-yellow color. The word "eagle" is written in a white, serif font, with the eagle's head and wings partially overlapping the letters. The word "experts" is written in a larger, white, serif font below "eagle".

eagle
experts

MOCK INTERVIEW
ALUMNI WEBTRAINING

PARTICIPATION AGREEMENT

- Please respond as promptly as possible to students match requests and attempts to set up meetings.
- Adhere to your agreed upon meeting times to the best of your ability.
- If you do meet students in person, ensure that it is a public venue such as your place of work, a coffee shop or an on-campus cafeteria.
- Please try to remember these students are sophomores and may be nervous about this process in many instances. Please do your best to put them at ease.
- Provide honest and open, positive and critical feedback as needed with your student regarding any part of this process.

MOCK INTERVIEW

The Process

- We will be matching students with a mock interview based on career aspirations, concentration, and study abroad.
- Once we have matched a student with you, the student will reach out to you to set up a time for your interview. They may email you through the platform or through the contact information in your profile.
- The student has been instructed to send you a calendar invite once the interview has been scheduled and forward you their resume for use during their interview.
- We would prefer the mock interviews to be conducted via video call so the student receives practice with that, but you may also hold the interview in-person or over-the-phone.

MOCK INTERVIEW

The Interview

- The interview should only last 30-45 minutes with 15 minutes at the end for you to provide direct feedback to the student on their performance.
- This is designed to be a formal behavioral interview. The student has been instructed to treat this like a real interview and dress the part.
- On the next pages we have drafted some general guidelines for the interview, but as an experienced interviewer, please conduct the interview however you would typically.
- Following the interview, we ask that you please email your student with what areas they excelled in and areas for improvement.
- At the conclusion of the semester, we also ask that you please provide feedback on the platform via an online survey that will be emailed to you.

OPEN-ENDED QUESTIONS

The students have been instructed to be prepared for open ended questions:

- Tell me about yourself?
- Walk me through your resume?
 - Make sure to highlight accomplishments and what you learned from the different experiences on your resume.
- Why are you interested in x?
 - X is the company or industry you may have indicated to your alum

BEHAVIORAL QUESTIONS

Situation >> Action >> Result

The students have also been instructed to have examples ready in these functional areas:

- Analytical Thinking
- Building Relationships/Communication
- Decision Making
- Difficult team member
- Ethical dilemma
- Failure/Weakness
- Initiative
- Leadership
- Teamwork
- Time Management Schedule
- Working under pressure

THANK YOU

For serving as an Eagle Expert!!

