Mock Interview Guide for Providers

**What is a Mock Interview?**

Mock interviews give students the opportunity to practice and improve their interviewing skills in a variety of environments with a variety of professionals. It can be helpful to have students participate in mock interviews with staff members from their school or from community businesses. Mock interviews can be completed in the school setting or in the community at a workplace.

**Prior to the Mock Interview**

Teach students about common interview expectations and procedures. This can include introducing themselves, shaking the interviewer’s hand, and offering a hard copy of their resumes. Students also need to prepare for the questions they may be asked. Below are examples of common interview questions that can be practiced during a mock interview:

1. Tell me about yourself.
2. Why do you want this job?
3. What are your strengths?
4. What are your weaknesses?
5. Do you enjoy working as part of a team? Why?
6. Give me an example of a time that you felt you went above and beyond on a task or assignment at work or school?
7. If you were unsure about how to perform a specific job task, how would you learn to perform the task?
8. Describe a time when you experienced a conflict with someone and how you overcame the conflict?
9. What goals do you have for the future?
10. What skills do you have that make you a good fit for this position?

**During the Mock Interview**

Provide the individual interviewing the student with a rubric so that they can score the student's performance during the interview.

**After the Mock Interview**

Review the scores from the rubric and provide the student with feedback on their interviewing skills.

Help the student identify strengths and areas that need improvement. Provide the student time to practice and improve their interviewing skills by accessing a variety of settings and people. By giving students feedback and time to practice, they can practice their interview skills, so they feel confident and prepared when they begin interviewing for jobs.

**Example Mock Interview Rubrics**

[Florida Atlantic University Career Center](https://www.fau.edu/career/students/Mock%20Interview%20Rubric.pdf)

[Indeed Career Guide Interview Rubric](https://www.indeed.com/career-advice/interviewing/interview-rubric)