

Mock Interview

Brescia University College Student Life Centre

A mock interview is a great opportunity to practice your interview skills in a professional and realistic setting. Interviews can be (but don't have to be) tailored to specific job/volunteer opportunities that students are hoping to apply for and are facilitated by the Student Life Centre Career Peer Team. Student Life Centre Mock Interview appointments are available to all Brescia students from any faculty/program.

Before you schedule a Mock Interview:

- Review our online resume and cover letter resources at
 - <http://brescia.uwo.ca/life/student-life/career-professional-development/resources>
- If you are working on a Curriculum Vitae (CV), please visit:
 - http://www.success.uwo.ca/careers/get_a_job/resumes_cvs_letters/index.html
- Visit the Career Peers during drop-in hours to have your resume reviewed. For drop-in hour times and more information, please visit:
 - <http://brescia.uwo.ca/life/student-life/career-professional-development/career-peers/>

Scheduling a Mock Interview:

To schedule a mock interview, drop by the Student Life Centre (Room 119, St. James) or email us at bucstudent.life@uwo.ca, with your availability:

- Appointments are available in Winter 2015 on Tuesdays at 2pm and 3pm and Thursdays at 4pm and 5pm.
- Mock interviews are 1 hour in length.
- Please provide multiple day/time options to help us find an available appointment for you.
- Please note that you must sign up no later than 48 hours prior to your intended interview time and interview times fill up on a first come, first serve basis.

24 hours before your interview you must:

- Complete the online form that will be provided to you upon confirming your appointment. This form will ask you to upload your resume and cover letter and a job description if you are applying for a specific role.
- For Tuesday interviews this form must be completed by **Monday at 2pm** and for Thursday interviews it must be completed by **Wednesday at 4pm**. If we do not receive your completed form in time your mock interview will be cancelled.
- Review the Student Life Centre's Interview Preparation Guide:

- <http://brescia.uwo.ca/life/wp-content/uploads/sites/8/delightful-downloads/2014/07/InterviewPreparationGuide.pdf>
- Develop a list of questions to ask your interviewers.
- If you are unable to attend your appointment, please cancel as far in advance as possible by emailing bucstudent.life@uwo.ca. This allows us to give the appointment time to another student who needs it. A no-show or multiple cancellations will impact your ability to schedule future appointments.

Day of your interview:

- Dress as you would for the real interview.
- Bring a hard copy of your updated and critiqued resume.
- Act as you would during your actual interview; put into practice the tips from the Interview Preparation Guide.
- Arrive 10 minutes early.
- Your interview will be held in the Cyprus Room located in Clare Hall. When you enter through the Mercato doors (across from the Library) walk straight, past the washrooms, towards the Residence Front Desk – the Cyprus Room is located on the right past the washrooms. If you cannot locate the Cyprus Room, please go to the Residence Front Desk and they will direct you.
- When you arrive please have a seat and wait on the couches across from the Cyprus Room. The interviewer will come out and get you when they are ready.

What to expect during your interview:

- A 30 minute interview with 10 minutes for self-reflection following the interview and 10-15 minutes of feedback with the interviews.
- Your interviewer panel will consist of 2 Student Life Centre Career Peers.
- Your self-reflection portion will allow you to personally reflect on your areas of strength and growth immediately following the interview prior to the feedback portion with the interviewers.
- Your feedback will be given to you by your interviewers and will provide you with your strengths and some areas of improvement. You will also have time to ask the Career Peers any questions you have about your interview.
- You will take home with you a personal reflection document, written feedback from your interviewers and a better understanding of how to communicate your thoughts, experiences and skills in an interview.

Any additional questions or concerns please do not hesitate to stop by the Student Life Centre or email bucstudent.life@uwo.ca. The Career Peer Team looks forward to meeting you while we assist you in improving your interview skills!