

careers.ucr.edu | (951)827-3631

Interviewing for Introverts

CONNECT. INSPIRE. EMPOWER



Agenda

- **Definition**
- **Are you an introvert?**
- **Types of interviews**
- **Common interview challenges**
- **Preparing for the interview**
- **After the interview**



COMMUNICATION



PROFESSIONALISM



CRITICAL THINKING



TEAM WORK



NACE®

CAREER READINESS COMPETENCIES

Obtaining requisite competencies that broadly prepare college graduates for a successful transition into the workplace.



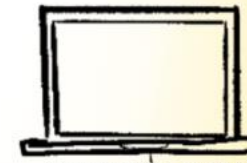
EQUITY & INCLUSION



LEADERSHIP



CAREER AND SELF-DEVELOPMENT



TECHNOLOGY



What You'll Learn Today

At the end of this workshop, you will be able to...



**Identify the strengths of
being an introvert**



**Describe challenges of
interviews and how to
overcome them**



**Understand how to
prepare for each phase of
the interview**



What is an Introvert?

CONNECT. INSPIRE. EMPOWER

• • • •

What is an introvert?

• Introversion ~~=~~ Shyness

- **Introversion:** preference for environments that are not overly stimulating
- **Shyness:** fear of social disapproval or humiliation





What is an introvert?

Are you introverted?

- I prefer to relax alone or with a few close friends
- I don't like feeling rushed
- I consider only deep relationships as friends
- My mind goes blank in groups or under pressure
- I need rest after outside activities, even ones I enjoy
- I tend to think before I speak or act
- I appear calm, self-contained, and like to observe
- I often listen but talk a lot about topics of importance to me



The strengths of being an introvert

Let's chat!

What year are you in school?

What is your major? How did you choose it?

Based on what you know so far, what are some strengths of being an introvert?





Types of Interviews

CONNECT. INSPIRE. EMPOWER



Types of Interviews

Virtual/Phone Call

- Clarify the Details
- Find a Quiet Space
- Do Your Research
- Focus on Verbal Communication

Examples:

1. What is the web conferencing system that will be used?
2. What time zone will this interview take place?
3. Should I prepare any materials for this interview?



Types of Interviews

Traditional Panels

- Verify the time and location
- Ask for clarification (if needed)

Examples:

1. Will this be a panel or individual interview?
2. Who will I be meeting with during the interview?
3. Should I prepare any materials or a presentation for this interview?



Types of Interviews

Meal

- Follow the Interviewer's Lead
- Maintain Conversation
- Follow Etiquette Rules
- Less Formal Environment



Types of Interviews

Group Interviews

- Focus on interactivity & inclusivity
- Speak with purpose
- Listening is key
- How do you work in a team setting?
- What unique ideas do you have?





Common Interview Challenges

CONNECT. INSPIRE. EMPOWER



Common Interview Challenges

Getting anxious



Prepare for the most common interview questions

There is no “right” answer

Think of the interview as a conversation

Relax – you’ve made it this far!



Common Interview Challenges

Feeling like you're bragging



Be as objective as possible

Talk about the most exciting aspects of your experience

Bring samples to show your work



Common interview challenges

Thinking on your feet



Internal processors work out the details before they speak

External processors talk through their thinking

Do your research – preparation is key

Pause, reflect, then answer the question

Bring a notepad with key phrases and questions



Common interview challenges

Making a good first impression

- Know where you are going
- Prepare a few topics of small-talk
- Practice positive self-talk
- Be aware of your body language

Give yourself as many advantages as possible

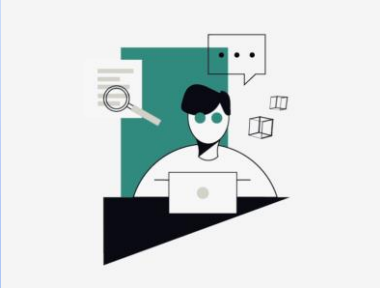




Preparing for the Interview

CONNECT. INSPIRE. EMPOWER

Preparing for the interview



Research

Become an expert on the organization, your interviewer, and yourself

Tell me
about
yourself.

Prepare

Know the most common interview questions, and have answers ready



Practice

Make an appointment with your Career Specialist or with the Peer Advisors for Mock Interview Sessions



Preparing for the interview

Behavior-Based questions

Technique to Answer Behavioral-Based Interview Questions		
S T A R	SITUATION	Detail in the background. Provide a context. Where? When?
	TASK	Describe the challenge and expectations. What needed to be done? Why?
	ACTION	Specify the action taken. What did you do? How? What tools did you use?
	RESULTS	Explain and quantify the results: accomplishments, recognition, savings, etc.

Tell me about a time when you...

- have worked on a team
- took the lead on a difficult project
- had a conflict at work
- found a creative solution to a problem
- failed

What skills are employers looking for?





After the Interview

CONNECT. INSPIRE. EMPOWER



After the Interview

- Send a thank you note (email, card)
- Be specific with what you appreciated about them in the interview
- Follow-up if the date that they said they would get back to you has passed
- Always be professional

EXCEPTION:

If the employer stated to not contact them, do not contact them

ENROLL IN EXCEL + NOW!

Start anytime during your undergrad degree, **go at your own pace**, and **earn recognition** for the valuable career readiness skills you're already building on campus.

- Pick your Competency

IE: Career and Self Development, Technological Literacy, and MORE!

- Upload and Track Progress
- Earn Competency Badges
- Highlight Your Skills to Employers

Students enrolled by 10/31 will be entered into raffle to win a \$25 UCR dinning gift card.



Excel.ucr.edu

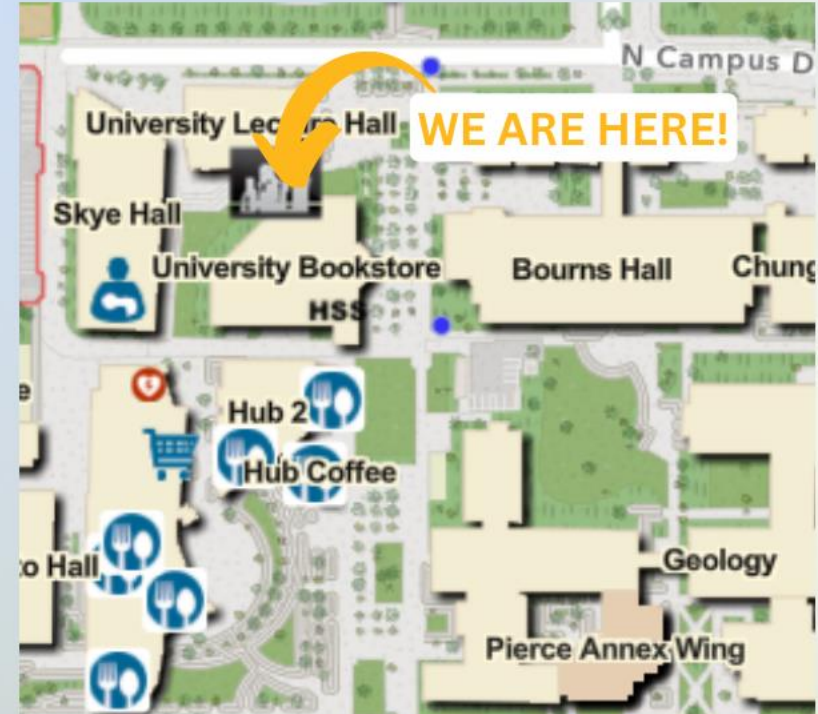
location

ENTRANCE IS ACROSS FROM ARC AND UNIVERSITY LECTURE HALL, UNDERNEATH THE BOOKSTORE

hours

8 AM - 5 PM MONDAY-FRIDAY

website home *drop in hours*



connect with us!



INSTAGRAM

@UCRCAREERCENTER



CONNECT. INSPIRE. EMPOWER

QUESTIONS

CONNECT. INSPIRE. EMPOWER



Post-Workshop Survey

