

Mock interviews

Mock interviews are a common way of developing interview skills including self-presentation. They generally involve employers simulating a job interview. Feedback is offered as a way of improving students' performance in future interviews. Teachers can maximise learning with a whole-group debriefing.

Pupils are given the opportunity to experience an interview conducted by staff from business. Usually, staff with a personnel responsibility are involved. These staff are occasionally complemented by staff with specialist technical expertise if that is appropriate. In some cases, it is possible to simulate all aspects of the job application process, starting by analysing the advertisement, then working through the application and CV until eventually preparing for and participating in the interview itself. The Mock Interview can provide a focus for the work done in preparing a pupil's notes for their Record of Achievement. Although staff from within the school can carry out the Mock Interview, there is little doubt that the involvement of an external specialist adds considerable realism and value to the whole process. The interviews may take place on school premises or on employers' premises (if the latter, there will be transport issues).

BENEFITS FOR PUPILS

- Enhances self-confidence.
- Improves analytical, interpersonal and communication skills.
- Prepares the way for future employment and indeed for any interview situation.

ORGANISATIONAL ISSUES FOR SCHOOLS

- Preparing the pupils for the Mock Interview process
- Establishing links with staff from local companies
- Scheduling interviews either in school or on business premises
- Staff should be aware of child protection issues in relation to school visitors, etc.

BENEFITS FOR BUSINESS

- Provides interview practice for younger staff or staff new to interview procedures within the company without the responsibilities associated with a real job
- Recruitment procedures and interview strategies can be reviewed and developed as part of the school partnership.
- Enhances organisational and interpersonal skills.

COMMITMENT REQUIRED FROM COMPANIES

- Normal recruitment costs will be incurred, notably that of staff time.

RESOURCE IMPLICATIONS

- Staff time
- Costs associated with duplicating resources for interviewer and interviewee

CERTIFICATION POSSIBILITIES

Feedback form from interviewer provides useful record of experience

YEAR GROUP TARGETED

S1-S6

CONTACT FOR FURTHER INFORMATION

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www.eie-edinburgh.co.uk