

INTERVIEW CONFIDENCE TOOL:

*5 ways to feel confident
for your interview
in English*

1) ACTIVELY SWITCH YOUR BRAIN OVER TO ENGLISH

Make **INTENTIONAL** choices in the days and weeks leading up to the interview to **activate** the English that is already inside of you: Read the news in English every day. Watch a show in English each night. Choose to use the resources available online every day to **sharpen** your English. See the key here? When we say “every” and “each” we are saying: **CONSISTENCY**. If you consistently, actively choose to make English the primary input during the time leading up to your interview, your brain will function more readily in English, **alleviating** stress and releasing greater confidence.

RESPONSE:

Write down 3 ways that you will consistently, actively choose English in the week before your interview. Be as specific as possible (i.e. What show will you watch? How long will you read the news?)

1)

2)

3)

WORDS / TERMS:

to activate: to cause something to start working

to sharpen: to improve or cause to improve

to alleviate: to make (suffering, deficiency, or a problem) less severe



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2) KNOW THE VALUES OF THE COMPANY

When you walk into the office on the day of your interview (or, in 2020, more likely when you open your computer to do the interview on Zoom!) you want to have the confidence of someone who has prepared by knowing the **mission** and **values** of the company. For many companies, it is as simple as googling the company name with “mission and values.” Interviews will almost always have a section about your strengths and weaknesses; knowing what the company values are helps you know which of your personal strengths and weaknesses would be best to share. It also shows that you are **ASSERTIVE** because you took the time to prepare and research ahead of time.

RESPONSE:

Find the values of the company. If you cannot find them listed online, reach out to another employee or the interviewer to specifically ask for the values. Write them down here, in English, along with which of your personal strengths and weaknesses might go well with these values.

WORDS / TERMS:

mission: defines what an organization is, why it exists, its reason for being.
values: beliefs, philosophies, and principles that are important to the company.

COMPANY VALUES

- 1)
- 2)
- 3)

PERSONAL STRENGTHS

- 1)
- 2)
- 3)

3) PRACTICE AND REHEARSE ANSWERS OUT LOUD

This one may seem like a no-brainer. We all do this before an interview, right? But practicing and rehearsing really will set you up to feel confident and prepared as you go into the interview, and **reduce** your stress on the big day! Better yet, practicing with a native English speaker that can give you pronunciation tips and helpful **feedback** ahead of time is a **game changer** for your interview and your confidence going in. You coming in prepared communicates that you are **SELF-MOTIVATED** without you needing to **spell it out**.

RESPONSE:

Who are you going to call or meet with to practice and rehearse? How early do you need to reach out to them so that you have enough time to actually talk? Write down WHO, WHEN, and HOW - or better yet, message them right now to set up a time!

WHO?

WHEN?

HOW?

WORDS / TERMS:

to reduce: make smaller or less in amount or size.

feedback: information about a product, a person's performance of a task, etc. which is used for improvement.

spell it out: to explain something in detail.

game changer: a newly introduced element or factor that changes an existing situation or activity in a significant way

If you do not have a native speaker you can connect with, why not set up some English sessions to practice and prepare for your interview? (info on the last page!)

4) AIM TO CONNECT WITH INTERVIEWERS, NOT IMPRESS

When you begin the interview remember the goal: to connect, not impress. If you succeed in the interview it is going to lead to a **long-term, on-going** relationship with the company and the people who work there. Be confident in who you are and what you bring. **HUMILITY** and confidence are actually not separate or opposite - they should go together, and they lead to trust. Most interviews will have a time toward the end where the interviewer will ask you if you have any questions for them about the company. This can be a great time to ask a question that allows you to connect with them by revealing one of your values/passions/interests that you might share with them or with the company as a whole that hasn't come up yet in the interview.

RESPONSE:

Brainstorm and write down 3 ways to connect with the interviewer: how can you focus on them, and be genuinely engaged with who they are, rather than on how you are performing, and not just saying what you think they want to hear?

1)

2)

3)

WORDS / TERMS:

long-term

Occurring over a long period of time

on-going:

continuing; still in progress.



5) JUST SAY NO TO ANXIETY.

Anxiety cripples us: it **stifles** creativity, and it **paralyzes** your ability to speak freely. Anxiety gives fear the **upper hand** by freezing the English you DO know and CAN speak. So take a stand. When anxious thoughts or feelings come, close your eyes and breathe deeply. Imagine yourself releasing the anxious thoughts, **one by one**, into a river that carries them away. Then, set your mind on what is true about yourself: that you have deep **intrinsic** value, you have gifts and talents, and your future is not determined by the outcome of this interview or your circumstances. *"I am not a product of my circumstances. I am a product of my decisions."* - Steven Covey, *7 Habits of Highly Effective People*

RESPONSE:

Write down what might make you feel anxious. Anticipate them ahead of time. Now release those things, or share them with a friend, to say no to anxiety and yes to confidence!

WORDS / TERMS:

anxiety: a feeling of worry, nervousness, or unease.

to stifle: prevent or constrain (an activity or idea).

to paralyze: make (someone) unable to think or act normally, especially through panic or fear.

the upper hand: control or an advantage over a person or situation.

intrinsic: belonging naturally; essential.



5) JUST SAY NO TO ANXIETY *continued*

RESPONSE:

Say these declarations out loud in English to say no to anxiety:

"My worth is not determined by my performance."

"My value is not set by what these interviewers think of me."

"This interview is a gift, an opportunity, and if I do not get this job it is preparing me and shaping me for the next opportunity."

"My anxiety and fear are not telling me the truth. I will not be ruled by them. I choose peace over stress, and confidence over fear."

*"I am **SECURE**. I am not shaken by the outcome of this interview, and I determine right now to be confident and thankful whatever happens, because this is a part of my story of who I am becoming."*

CHARACTER TRAITS FOR AN INTERVIEW

INTENTIONAL, CONSISTENT, ASSERTIVE, SELF-MOTIVATED, HUMBLE, SECURE

These are characteristics that every interviewer is looking for in an employee. Learn these and use them in your interview to communicate effectively who you are and why you are the right person for the job!

We hope these things will be helpful for you as you go into your interview. We believe in you so much, and are so glad you are a part of our Fener family. Remember that we exist for YOU, and that if you have more questions about your interview, direct message us on Instagram @fenerenglish or send us a WhatsApp message at +1 832 779 4530!