



5 Ways to Nail Your Next Interview

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If you're in the market for a new job, now is a great time! Stand out from the crowd with these 5 ways to nail your next interview.

1. First impressions are everything.

1. Dress for the job you want, not the job you have.
2. Appear professional, polished and poised.
3. Hold virtual interviews in an area that is well lit, tidy, and as quiet as possible so that your interview is not interrupted.
4. Cut down on background noise by using the mute button when you are not speaking.
5. Not comfortable with the background in your home? Check out the "blur" feature on zoom or other virtual background options.

2. Look into the camera when you are speaking (not at yourself).

1. Looking at the camera makes the interviewer feel like you are looking them in the eye. This shows you are paying attention and builds trust.
2. If you're easily distracted by your appearance or seeing yourself speak, turn off the self-view mode!
3. Be clear, concise, and on topic when you are answering questions from the interviewer.

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3. Do your homework.

1. Preparation is key for any interview.
2. Spend time on the organization's website and make sure you understand what they do.
3. Look up the person you'll be interviewing with and try to find any commonalities you might be able to bring up in the conversation. This is a great way to build a connection with the interviewer.
4. Weave information about the organization into your answers.

4. Prepare your notes and questions in advance.

1. Jot down notes on important information you want to bring up during the conversation.
2. Prepare questions that are tailored both to the organization and the specific role.
3. When you're asked if you have questions, it's ok to say that you've written some down and to reference your notes during the conversation. This shows that you put in the time and that you care.

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5. Send a thank-you note.

1. A thank you note is a great way to show the interviewer you appreciate their time, reiterate your interest and highlight something of interest from the conversation.
2. We recommend sending an email thank you within 24 hours of the interview.

Want us to keep you in mind for current and upcoming searches? Send your resume to Jamie Perry on our Executive Search team by emailing her at jamieperry@evolvegg.com.