

Tough Interview Questions: Webinar Activities

The Tough Interview PLAYOFFS



Introduction: This activity was designed to be facilitated after viewing the *Interviewing Tips and Techniques: How to Handle Tough Interview Questions* webinar and after completing both The Fundamentals and The Practice For the Playoffs activities. The point of this session is to simulate an interview in a fun way using a game that is loosely based on basketball followed by a reflection of all of the activities in the *Tough Interview Questions* series.

This instruction sheet will provide the facilitator with the necessary information needed to facilitate. As the facilitator you can expect:

Time Needed to Facilitate: You will need to allow approximately 45 minutes for *The Playoffs* (mock interview) and 15 minutes for the *Highlight Reel* (reflection).

Before You Get Started: **Facilitators, please note it's very important to review this activity for understanding prior to instructing the class.

Please print and gather all materials needed prior to facilitating.

1. *Tough Questions Webinar: The Tough Interview Playoffs* (game & reflection)
Facilitator Instruction Sheet
2. A coin to flip for who goes first
3. *Tough Interview Playoffs-QUESTION SHEET* (1 for each team)
4. 1 copy of the *Tough Interview Playoffs-SCORE CARD*.
5. A small ball or other soft item that can be tossed to further simulate basketball.
(Wadded-up paper will work.)
6. A basket or other container that can further simulate the basketball goal. (A wastebasket will work.)
7. Tape to mark the free throw line on the floor (6-8 ft from the basket)

Tough Interview Questions Webinar Activities

THE PLAYOFFS (mock interview)

(after *The Fundamentals, The Playoffs Practice and Homework*)

Basketball Facilitator Instructions: You'll now lead the group through a game loosely based on basketball. The point of this activity is to provide an opportunity to apply the skills learned through the session one activities and homework. This activity is also a great team building time, so encourage a fun, playful environment.

Directions (read): Welcome to the *Tough Interview Playoffs of Basketball*. We're going to start by dividing into two teams of equal size. Each team will have two minutes to come up with a team name.

(Pause for team name)

(read): Ok, now I'd like for one member of each team to come up to the front of the room to get the *Tough Interview Playoffs-QUESTION SHEET* and write your team name on the top of your score card.

Directions for the Facilitator (read):

- As the facilitator, I'm also the referee and scorekeeper. My role is to ensure each team plays fairly and adheres to the rules.
- I'll determine if questions are adequately answered, utilizing the strategies learned and discussed from the webinar.
- Only the questions on *Tough Interview Playoffs-QUESTION SHEET* may be asked.

Scoring Rules (read):

- 1 point is awarded to the team for a correct answer.
- If the answer is correct the player from the shooting team will be given a chance at making it a 3-point shot by shooting the "ball" in the "basket".
- If the ball goes in, 2 additional points are awarded for a combined total of 3 points.
- If the ball does not go in, only the 1 point for the correct answer will be awarded.
- If the question is not answered correctly, no points are awarded.
- The game ends when all questions have been asked or time is called.
- The team with the highest number of points wins!

Instructions for Play (read):

- We'll start by flipping a coin to see what team will be the first team to "shoot" (answer an interview question).
- The team that wins the coin toss will choose a player to step up to the basket.
- The opposing team will ask the "shooter" a question from the list provided.
- The player answers the question and points are awarded. Then it's the next team's turn to step up to the basket.
- Teams will continue to rotate to the basket after each question and ensure that each team member has a turn to answer and ask a question.
- NO team assists are allowed when selecting a question to ask or when answering the question.
- Play continues until all the questions have been asked or time is called.

Wrap Up: Congratulate both teams for their participation. Announce the winner and the scores of both teams. Make a special note of anything fun or humorous that happened during this activity.

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THE HIGHLIGHT REEL (reflection)

After the Tough Interview Playoffs

Reflection Facilitator Instructions (15 minutes): After *the Tough Interview Playoffs* activity, take a few minutes to reflect on what the class did well and how these activities could be used to educate and assist your job seekers to prepare for a interview. Ask any or all of the questions listed below as time allows. Be sure to pay attention to questions 9-15 and to encourage involvement from everyone.

Directions (read): While these activities are fresh in our minds, let's reflect on what we did well and how we could use this knowledge to assist our job seekers.

1. What did you do well?
2. What would you do differently next time?
3. Did you feel comfortable, prepared and relaxed?
4. What made you nervous or uncomfortable?
5. What could you have done to better prepare?
6. What did you learn from this experience?
7. Was this experience helpful?
8. What was the most valuable thing you gained from these exercises?

(read) Now let's reflect on how we can use session 1 & 2 activities to assist our job seekers.

9. Do you think the webinar could be beneficial for job seekers?
10. How will you use what you learned to help prepare your job seekers?
11. Do you think the follow-up activities could benefit your job seekers?
12. How will you use these activities to help prepare your job seekers?
13. Specifically, what activities will you use with job seekers?
 - o Discussion, Brainstorm, Homework, Game, Reflection.
14. Is there any component that would need to be changed or adapted in order to use it with job seekers?
15. What do you need to do to prepare yourself to facilitate this with a group of job seekers?

Wrap-up (read): Thank you for your active participation! We hope you all had fun and learned something new that you'll use with your customers. All of the materials and resources for these activities and other similar activities can be accessed online at [www.ncwtc.com/webinars/guided webinars](http://www.ncwtc.com/webinars/guided%20webinars). Feel free to adapt and use them with your job seekers! The Training Center is available to assist with questions regarding these materials.

Tough Interview Questions Webinar:
Playoffs & Highlight Reel

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