



NOTRE DAME  
OF MARYLAND  
UNIVERSITY

1895

CAREER CENTER

# MEANING MAKING: NDMU Experiences



## INTERVIEW TIPS:

### *Behavioral Interview Prompts*

Soft skills are evaluated in one-way video interviews with questions about specific situations. Some examples around are:

- » Teamwork: Working with others usually involves some give and take. Describe a time when you worked out an agreement with a peer or team member.
- » Agility: Describe a time when you consented to a team decision, even though you had personal reservations.
- » Drive: What are your standards of success in school? Describe a time trying to meet those standards?

### *S.O.A.R.T. Method*

You can use the S.O.A.R.T. framework to structure a story to behavioral interview questions.

- » Describe the context and background for a **situation** that's relevant to the question. Explain the task that you were presented with. What was the goal?
- » What were the **obstacles** to completing it?
- » Outline specific **actions** you took. How were you engaged in them? What skills/knowledge did you use?
- » Share the **results**. What was the outcome?
- » What are the **takeaways**? Summarize the strengths or interests of yours that manifested?

#### The Arc of a Story



## ACADEMICS

### *Your Class Experience*

What is the course description for this particular class? Why did you take it? What are the learning outcomes and/or objectives for this course? What are additional goals outlined in the course syllabus? Use this reflection to help you make meaning about it later on.

### *Transferable/Soft Skills*

The following are skills that employers say new graduates need to be successful in the world of work: Critical Thinking/Problem-Solving, Self-Development, Oral/Written Communications, Professionalism/Work Ethic, Inter-cultural Fluency, Digital Technology, Teamwork/Collaboration, and Leadership. Consider which ones are most applicable to this course and how you can connect them to your desired job/career.

### *Your Stories*

Create prompts for stories you would tell employers. Use one-sentence summaries to describe peak moments, insights, or incidents from the course that were significant to you. Recounting stories for one-way video interviews will improve your self-representation on these recruiting tools. In interviews you can improve your responses by being specific, succinct, and symbolic by using metaphors.