4-H Recognition Interview Tips

Before the Interview:

- **Print** the Interview Evaluation for your application area and work with the specific points on the Evaluation to give your best interview ever!
- **Do** your homework: Learn about the opportunity for which you are applying—its objectives, responsibilities, etc.
- **What** can you contribute toward the objectives or how do you feel you would benefit for this experience?
- **Analyze** your own experiences and try to identify specifically why you are qualified for the opportunity.
- **Plan** to arrive at least 15 minutes early for the interview to anticipate any unforeseen delays. Allow plenty of time to find the building, a place to park, the restroom, and the interview room.
- **Avoid** extremes in dress. Your appearance should be neat and professional.
  (Suggestions for girls: suit, dress, skirt. Suggestions for boys: suit, sport jacket, sweater, shirt with dress pants.)
- **Get** a good night’s rest so you will look rested and feel comfortable.

During the Interview:

- **Introduce** yourself to the interview team and offer your hand.
- **Learn** the names of all the people with whom you are interviewing.
- **Sit up straight** and try to appear somewhat relaxed.
- **Try** to project enthusiasm.
- **Look** the interviewers in the eye.
- **Look, think, and comment** positively; be careful not to mumble.
- **Don’t** chew gum or fiddle with anything such as a pencil or keys.
- **Respond** to questions directly and clearly. Long answers are not necessarily better answers.
- **Smile** and be positive about yourself.
- **Avoid** slang and use good grammar and diction.
- **Listen** to the questions.
- **Smile, nod,** give nonverbal feedback to the interviewers.