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Interview Preparation Best Practices



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Strategies and Tips to Prepare Clients for Interviews

Based on Conversations with 120 Front-Line Refugee Employment Service Providers



Keep a Set of
Interview
Clothes in
the Office



Provide
Hygiene
Products &
Orientation



Hold Mock
Interviews
for Clients to
Practice



Explain the
Importance
of Setting
Alarms



Clients should
Arrive 5-10
Minutes Early
to Interviews



Ride Bus
with Clients
to Time &
Practice
Routes



Create List of
Questions
Clients Might
be Asked



Train Clients
to Answer
Questions
with a Story



Model Good
Behaviors
for Clients



Practice
Greetings
& Body
Language