

Uraohjain Workshop

Job Interview Practice

22.11.2024



Urapaja Programme

09:00 Welcome to the workshop

09:10 Key elements of a job interview

09:20 How to manage job interview stress?

09:30 Instructions and division into groups

09:45 Break and transition to workshop rooms

10:00 Small group exercises

11:15 Break (15 min)

11:30 Joint discussion. Insights about managing tension and tips for the future

11:55 Thank you for participating



Key elements of a job interview

WHY?



1



WHAT?



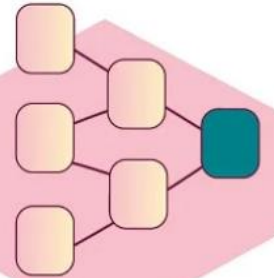
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HOW?

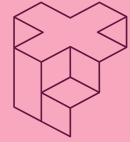


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WHEN?



4



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How to manage job interview stress?

Excitement before performance means you are in **the right mindset**. If you weren't feeling nervous or excited at all about a job interview, it might suggest the interview doesn't matter to you (Duunitori.fi).

However, if you become so stressed it becomes overwhelming or distracting, it's helpful to practice beforehand. Here are some techniques you can try:

Breathing

Inhale calmly for 4 seconds, then exhale for 6 seconds, holding your breath for a moment. Repeat 5 times.

This technique activates the vagus nerve, helping your body shift into a calmer state.

Focusing attention

Ground yourself:

Stand or sit in a position that feels stable and supportive. Focus on how the earth grounds you, providing a calming sense of support.

Feeling a calming sense of support

Focusing your attention



Goal for today's exercise

The purpose of the interview exercise is to simulate a job interview, giving you the chance to experience different roles.

This can provide new perspectives on both the interview process and your own approach to it.

The goal is to help you identify your personal style in an interview setting and receive constructive feedback to support your development.

This exercise and feedback will make you better prepared for future job interviews.

This practice offers an opportunity to learn and experiment in a supportive setting. It allows you to see the interview process from multiple perspectives and to reflect on your own approach to navigating these situations.

Keep in mind that interviews often include challenging questions designed to assess how candidates handle pressure or approach difficult problems.

And remember, it's better to trip over your words now than in front of your future boss!



Instructions and division into groups

The roles of the interview exercise

Interviewee, Interviewer, Observer

Structure of the exercise

Everyone goes through all the roles during the exercise. One interview lasts about 10 minutes, after which everyone writes down their main findings and thoughts on a piece of paper. In between the interviews, the roles and seating positions are changed. The interviewee is invited to enter the room.

Once everyone has played all the roles, the group discusses the exercise and their reflections. Feedback is shared after each interview, and all discussions remain within the group for confidentiality.

Observer roles

Observers participate only when requested. The interviewee or interviewer may say "**stop**" and discuss with the observer. The interview will then continue as if no discussion had taken place.



Instructions and division into groups

Exercise 13:00 - 14:15 + a break for 15 minutes

Group 1 MPA1014
Group 2 MPA 1013
Group 3 1029/Kotikulma

14:30 pm Joint discussion. Insights about managing tension and tips for the future.



Joint discussion and tips for the future

What key takeaways did you gain from the interview exercise?
What new things did you learn?

Here is some helpful information about managing nervousness before performance and strategies to cope if it becomes overwhelming:

[1. Breathing and relaxation | Mentalhub.fi](#)

In cooperation with:



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