



A PROGRAM OF WORLD CLASS SCHOOLS

Be prepared.

- Know your category.
- Why were you nominated?
- Show the interviewer why you are the best/most-qualified school-based winner in your category.
- Come up with genuine answers to typical interview questions. Some of the hardest to answer are:
 - “What is your greatest strength?”
 - “What is your greatest weakness?”
 - “How did your leadership role make a difference?”

Dress to impress.

- Wear conservative business attire.
- Be neat. Press your clothes, wear hair neatly and make sure fingernails are groomed.
- Women
 - Wear dress slacks, professional skirts or a dress.
 - No low-cut shirts, short shorts or skirts.
- Men
 - Wear nice slacks, a dress shirt and a tie or collared shirt.

Be on time.

- Arrive 10 to 15 minutes before your interview is scheduled to begin.
- We will take your photo before the interview for publicity use—SMILE!

During the interview:

- Look directly at the interviewer.
- Maintain eye contact.
- Act natural and don't fidget.
- No chewing gum or cell phones.

When answering interview questions:

- Be confident but be honest. Do not exaggerate any of your accomplishments. You were nominated and deserve to be in the interview for what you *have* done.
- Use gestures sparingly but show some enthusiasm.
- Take your time. But be brief and avoid “yes/no” answers.
- Make sure to wholly answer the question and speak clearly (don't mumble).
- If you do not understand the question, ask the interviewer to clarify.
- Your answer should be easy to understand and relate back to your accomplishments and why you were nominated.

Be yourself!