



Lesson Plan

Job Interview: Insider Tips for Success

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STUDENT LEARNING OBJECTIVES:

After completing these activities students will ...

1. Discover insider tips for a successful job interview.
2. Develop questions used in a typical job interview.
3. Construct answers to questions used in a typical job interview.
4. Demonstrate their job interviewing skills.

TIME REQUIRED: 60 minutes

RESOURCES:

1. FFA.org
2. Video: "6 Interview Tips," <https://player.vimeo.com/video/245764700>
3. Website: AgExplorer, www.AgExplorer.com

EQUIPMENT AND SUPPLIES NEEDED:

1. A copy of the "Insider Tips" worksheet for each student
2. Internet access to play the video in real time or embed it in a PowerPoint ahead of time
3. Internet access for students

THIS QUICK LESSON PLAN WOULD WORK WELL AS PART OF:

1. A career unit.
2. A job interview lesson/unit.

THESE ACTIVITIES ARE ALIGNED TO THE FOLLOWING STANDARDS:

FFA Precept

- FFA.PL-A.Action: Assume responsibility and take the necessary steps to achieve the desired results, no matter what the goal or task at hand.
- FFA.PL-F.Continuous Improvement: Accept responsibility for learning and personal growth.
- FFA.PG-I.Professional Growth: Assume responsibility for attaining and improving upon the skills needed for career success.
- FFA.PG-J.Mental Growth: Embrace cognitive and intellectual development relative to reasoning, thinking and coping.
- FFA.CS-M.Communication: Effectively interact with others in personal and professional settings.

AFNR Cluster Skills

- CS.05. Describe career opportunities and means to achieve those opportunities in each of the Agriculture, Food & Natural Resources career pathways.

Common Core- Writing

- CCSS.ELA-Literacy.W.9-10.2 Write informative/explanatory texts to examine and convey complex ideas, concepts, and information clearly and accurately through the effective selection, organization, and analysis of content.

Common Core- Speaking and Listening

- CCSS.ELA-Literacy.SL.9-10.1 Initiate and participate effectively in a range of collaborative discussions (one-on-one, in groups, and teacher-led) with diverse partners on grades 9-10 topics, texts, and issues, building on others' ideas and expressing their own clearly and persuasively.
- CCSS.ELA-Literacy.SL.9-10.2 Integrate multiple sources of information presented in diverse media or formats (e.g., visually, quantitatively, orally) evaluating the credibility and accuracy of each source.

AFNR Career Ready Practices

- CRP.02. Apply appropriate academic and technical skills. Career-ready individuals readily access and use the knowledge and skills acquired through experience and education to be more productive.
- CRP.04. Communicate clearly, effectively, and with reason. Career-ready individuals communicate thoughts, ideas and action plans with clarity, whether using written, verbal and/or visual methods.
- CRP.10. Plan education and career path aligned to personal goals. Career-ready individuals take personal ownership of their own educational and career goals, and the regularly act on a plan to attain these goals.

Partnership for 21st Century Skills

- Communication
- Initiative and Self-direction
- Leadership and Responsibility

LESSON PLAN:

- 1. Introduction:** To help students understand the necessity of acquiring and practicing effective interview skills, ask them the following questions:
 - a. "How many of you like to get new things like clothing, phones, music and cars?"
 - b. "In order to get new items, what does it take?" (Help them get to the response "money.")
 - c. "How many of you have to buy your own items right now?"
 - d. "Eventually, all of you will be paying for your own *new* items, which will only be made possible from the money you make in a job or career."
 - e. "As a result, how do you plan to convince an employer to hire you when you're in an interview?"
- 2. Activity:** Each student needs a copy of the worksheet "Insider Tips."
 - a. Show the video "6 Interview Tips." The direct URL is <https://player.vimeo.com/video/245764700> "http://blog.agcareers.com/career-cultivation/what-to-bring-to-an-interview/". Have the students complete part one of the worksheet while they watch the video.
 - b. After students have completed part one, have them complete the Career Finder assessment on AgExplorer. AgExplorer is available at www.AgExplorer.com.
 - i. Once students complete the assessment, have them choose one career they want to learn more about from their lists.
 - ii. Have students read over the career profile for their chosen career and identify one open position for that career for which they will interview. Clicking "see available jobs" on the career profile will take students to a list of open positions at AgCareers.com.
*Since AgCareers.com is a live job posting site, it is possible there may not be open positions for every career. If no openings are available, have students return to the career profile page and choose another career under the related careers field.
 - iii. After students chose their careers, have them complete part two of the worksheet to prepare for their interviews.
 - c. After students have completed part two of the worksheet, have students choose a partner or assign them each a partner. The student pairs should practice answering the common interview question "Tell me a little about yourself" and asking questions at the end of an interview. Each student should have the opportunity to play the role of interviewer and interviewee.
- 3. Follow-up:** At the completion of the activity, have students share what they learned about job interviews. Encourage students to share personal experiences if they have gone through job interviews.
- 4. Leveling Up:** Allow the students to apply the skills learned in the activity by working with your advisory group, local alumni or general business professionals in the community to conduct mock interviews where students can apply the skills learned in the activity. This will be great practice for their future interviews.

NAME: _____

Insider Tips

DIRECTIONS:

Part One: Watch the video "6 Interview Tips," available at <https://player.vimeo.com/video/245764700>

"<http://blog.agcareers.com/career-cultivation/what-to-bring-to-an-interview/>".

TIP 1:

TIP 2:

TIP 3:

TIP 4:

TIP 5:

TIP 6:

1. In your opinion, which tip is the most important? Why?

2. Why is it important to prepare for a job interview?

Part Two:

1. Go to AgExplorer and complete the Career Finder assessment, which matches your skills and interests to potential careers. AgExplorer is available at www.AgExplorer.com.
2. Once you complete the assessment, click on "submit" to see the top four careers in agriculture that match your interests.
3. Choose a career from the four featured.
4. Read through the career profile for your chosen career and choose one open position by clicking on "see available jobs" in the career profile. Complete the worksheet using the knowledge learned.

1. Career: _____

2. Job Position: _____

3. Company: _____

4. Develop your answer to the common interview question "Tell me a little about yourself."

5. Research the company where you are applying and identify 3 facts about them.

1. _____

2. _____

3. _____

6. Develop 3 of your own questions to ask during your interview.

1. _____

2. _____

3. _____

KEY: Insider Tips

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"http://blog.agcareers.com/career-cultivation/what-to-bring-to-an-interview/".

TIP 1:

Give yourself enough time.

TIP 2:

Be prepared for the key questions.

TIP 3:

Come prepared with questions of your own.

TIP 4:

Do your research.

TIP 5:

Always be yourself.

TIP 6:

Tout your agriculture and FFA experience.

1. In your opinion, which tip is the most important? Why?

Answers will vary

2. Why is it important to prepare for a job interview?

Answers will vary
