

"Tips for Managing Anxiety at a Job Interview"

Anxiety...keeps you on your toes!

- Be prepared – the more preparation you do before the interview, the lower your anxiety. Make sure you have researched the employer, reviewed your resume and practiced some interview questions, know exactly where the interview is and when, and set out all your clothes the night before.
- Role play or visualize – a couple of strategies you can use to help you prepare is to role play with a friend and to visualize your interview in your head. Role playing allows you to get a feeling of answering questions aloud and to get feedback. Visualizing is a strategy utilized by many athletes whereby you visualize in your mind the whole interview, from the moment you meet the interviewer and shake their hand to the moment you leave the interview. You always visualize a successful interview and where your mind goes, your body is sure to follow!
- Recognize their insecurities – although you may feel tense in the interview, the interviewer has their own stress to deal with. The interviewer has two jobs to do; to “sell” the position to you and to choose the best candidate for the position. If they do not choose the best candidate, that means more time and money will have to be put into the search for other candidates. For most employers, the less time and money put into the search process, the better.
- Focus on them – when we get anxious, we usually start focusing on the signs of anxiety; the sweaty hands, the palpating heart and the shaky voice. When we turn our focus to these internal symptoms, it takes our focus off of the interview. We cannot focus on two things at once. So, if you can keep your focus on the interview and what the interviewer is saying, you will not be able to put your attention onto your anxiety symptoms, therefore they will go away.
- Remember: You are the expert on you! – Most of us get anxious for interviews because we are afraid of answering a question wrong. No one knows you like you do so there are no wrong answers about you.