

Video Interviews – Guidance for Candidates

Preparation

It may feel very different, but please treat it as if you were being interviewed in person. You should thoroughly research REACH2 and the academy/central team you will be based in so you're prepared to discuss why you're interested in the role during your interview. By following these tips for video interviewing, you can ensure that you're fully prepared and able to make the best impression.

Video Interviews

Our video interviews will be conducted through Zoom. You will be sent an email with all the joining instructions for the video call.

Punctuality

Please arrive on time. Allow time to log on and to sort out any technical problems before the interview starts

Technology

When preparing for your video interview, there are three main components to test:

- Audio settings: Do your speakers and microphone work? Make sure you are coming across clear and loud with no static
- Camera settings: Is it too dark? Too light? Distractions in the background? If possible, try to sit in front of a solid coloured wall with plenty of light, but don't worry if you can't. Zoom and Microsoft Teams offer the ability to blur your background which you may choose to do.
- Internet connection: Video conferencing may take up a lot of bandwidth and a poor Wi-Fi connection may cause an overly lagged session

Ahead of joining a Zoom call there is the opportunity to test your audio and microphone on the joining screen, which is recommended.

Speak Slowly and Clearly

When using technology for a video interview, there can be delays or the microphone may not pick up your voice well. Take your time and speak clearly. This will make sure that your interviewer can hear and understand you.

Listen Carefully

Pay close attention to what the interviewer is saying. During video interviews, it's easy to accidentally cut someone off due to audio delays or from not paying attention to nonverbal cues. Listen carefully to the interviewer and wait a few seconds before speaking to avoid cutting in.

Attire

Please dress professionally.

Good Communication

Adopt a comfortable stance during the interview. Try placing both feet on the ground and pay attention to where you're looking. Remember to speak to the interviewer and maintain eye contact.

Stay Calm!

And finally, don't panic if things happen unexpectedly e.g. you lose internet connection or a child / partner wanders into the room. These are unusual times and at REACH2 we appreciate people are working under difficult circumstances – just try to relax and be yourself.