**S.T.A.R. Method**

Clear, concise storytelling with examples you’ve thought up beforehand that can be modified to answer different types of questions

S: Situation

* Set the scene by laying out the situation
* Include relevant details, but resist the urge to ramble
* Make it clear and concise; focus on what’s undeniably relevant to your story

T: Task

* Describe what your responsibility was in that situation
* Responsibilities and objectives that were set for you

A: Action

* Explain exactly what steps you took to address it
* Resist urge to give vague or glossed over answers like “I worked hard on it…” or “I did some research…”
* Showcase your contribution, dig deep and give enough information about exactly what you did.
* Did you work with a certain team, use a particular piece of software, form a detailed plan?

R: Result

* Share what outcomes your actions achieved
* Your time to shine and describe how you made a difference
* The most important part of the answer!
* Quantify when you can—numbers are always impactful
* Long term effects are good too: did your team develop a new way of communicating or completing a task, did the contract with your client continue, did you get great feedback on your presentation?
* If you’re talking about a time you failed or made a mistake (i.e. the result wasn’t entirely positive or “perfect”), make sure you end on a high note by describing what you learned of the steps you took to improve.

How to prepare before an interview:

* Read job description, think about which qualities and skills are most important for the role and choose stories that emphasize them
* Choose a few strong, versatile example stories
* Write down key details, jot down important details and numbers to bring with you to the interview
* Practice your storytelling, make sure your delivery is good
* Don’t rush yourself, it’s okay to ask for a moment to think during an interview

**R.A.T.S Method**

There are 3 buckets you always want to leave interviews having answered:

1. Can you do the job? Do you have the capabilities?
2. Why do you want the job? What are your passions and curiosities?
3. How can you help the company? What particularly needs do they have that you can fill?

R: Results – what were the outcomes

A: Actions – what actions did you take to get there

T: Takeaway – what did you learn, how did you grow, going into….

S: segue back into one or more of the 3 buckets