

# INTERVIEWS

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FEBRUARY 23RD



# HOW TO PREPARE

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Prepare answers to  
common questions



Research hiring  
organization



Review job  
description and your  
qualifications



Prepare questions for  
interviewers

# DURING YOUR INTERVIEW

- Bring extra resumes and cover letters
- Smile and be attentive
- Dress professionally
- Display confidence

# I. RESEARCH COMPANY

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- Read their website
  - Mission, history, projects, etc
- View social media posts
- Read on who you would be working with
  - LinkedIn or on the website
  - Do their career paths sound interesting/similar to what you want?
- Do you see yourself working here?

## 2. STUDY JOB DESCRIPTION

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- Write down any questions about the position
- Understand all responsibilities
- Understand how your experience connects

# 3. PREPARE ANSWERS TO COMMON QUESTIONS

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- More confident
- ***Create a document with common questions***
  - Write how you would answer
  - Practice and memorize

# QUESTIONS THEY MAY ASK

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*AND HOW TO ANSWER*



# TELL ME ABOUT YOURSELF

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- Present, past, future
  - Talk about your current role and how it relates
  - Discuss your previous experience that is relevant to the position
  - Share how you want to develop professionally and your career goals
- What else to mention
  - Your passions
  - Your education
  - How your experience correlates with the opportunity



## “TELL ME ABOUT YOURSELF”

“I am currently a senior at Temple University studying Environmental Science with a focus in GIS. During my junior year, I interned for Clean Air Council where I helped develop their community outreach program. Ever since I was a kid, I have always been interested in the environment and I want to work with an organization that is committed to conservation and environmental sustainability.

# WHAT IS YOUR GREATEST WEAKNESS?

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- How you handle adversity
- Discuss a known weakness or something you want more experience in
- Examples:
  - Public speaking
  - Time management
  - Delegation
- Avoid saying “no weakness”
- Always end with how you’re actively improving your weakness



## “WHAT IS YOUR GREATEST WEAKNESS?”

“I tend to struggle with organization. While it hasn't ever impacted my performance, I've noticed my messy desk and cluttered inboxes can interfere with my efficiency. Over time, I've learned to set aside time to organize my physical and digital space, and I've seen it improve my efficiency levels throughout the week.”

# WHAT IS YOUR GREATEST STRENGTH?

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- Reflect on what you do well in professional settings
- Give an example
- Relate to how it would help you in this position

“WHAT IS YOUR  
GREATEST  
STRENGTH?”

“My greatest strength is public speaking. I have taken a public speaking course in college and have lead 40 educational presentations as an intern at Duke Farms. I am comfortable speaking to audiences of all ages for long periods of time.”

# SITUATIONAL QUESTIONS

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- “Tell me about a time when you had to work in a team / deal with a difficult situation / etc...”
- STAR Method
  - Describe the Situation
  - Explain your role in the Task
  - Describe the Action you took
  - Share the Results.



# “TELL ME ABOUT A TIME WHEN YOU HAD TO DEAL WITH A DIFFICULT SITUATION?”

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- 1. Situation:** “When I worked as a waiter last summer, there was a shortage of servers that left most of us very busy and stressed. My manager started to hire a lot of people very quickly to help, and some of the new employees did not have much experience.”
- 2. Task:** “I was asked to train one person in his first few weeks. It was very difficult because he was not very receptive to my instructions and did not have a positive attitude.”
- 3. Action:** “I decided to approach my manager and discuss the new employee’s performance. I let the manager know how I was training him and how he responded.”
- 4. Results:** “My manager was then able to pull the new employee aside and discuss some of the issues that arose. She also told me to let her know if the new employee was not meeting expectations in the future. After this, the new employee was more receptive and much friendlier.”





## 4. PREPARE QUESTIONS TO ASK

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- Ask specific questions
  - About the position
  - About the organization
  - About themselves
- Respond to their answers
  - Clarify why you are the best candidate
- Always ask next steps for the interview process



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## QUESTIONS TO ASK

“What does a typical day look like in this role?”

“What attributes would make a candidate successful in this position?”

“How would you describe the company culture?”

# OTHER INTERVIEW ADVICE

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- Be prepared with examples of your work
  - Know your accomplishments
- Practice with someone
- Update your LinkedIn profile/website
  - Add videos, graphics, descriptions, experiences, etc...



# NEGOTIATIONS

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- **Research similar positions to understand what salary is fair for your experience level**
- Consider why you believe you deserve a higher salary than offered
- If offered salary is acceptable, you may not feel the need to negotiate
- If they ask salary expectations on applications, write negotiable



# NEGOTIATIONS

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Step 1: Research average salary for position



Step 2: Have a specific salary in mind



Step 3: Start negotiation with a slightly higher salary



Step 4: Justify your salary with providing evidence of strong performance and experience



Step 5: Accept if you are satisfied

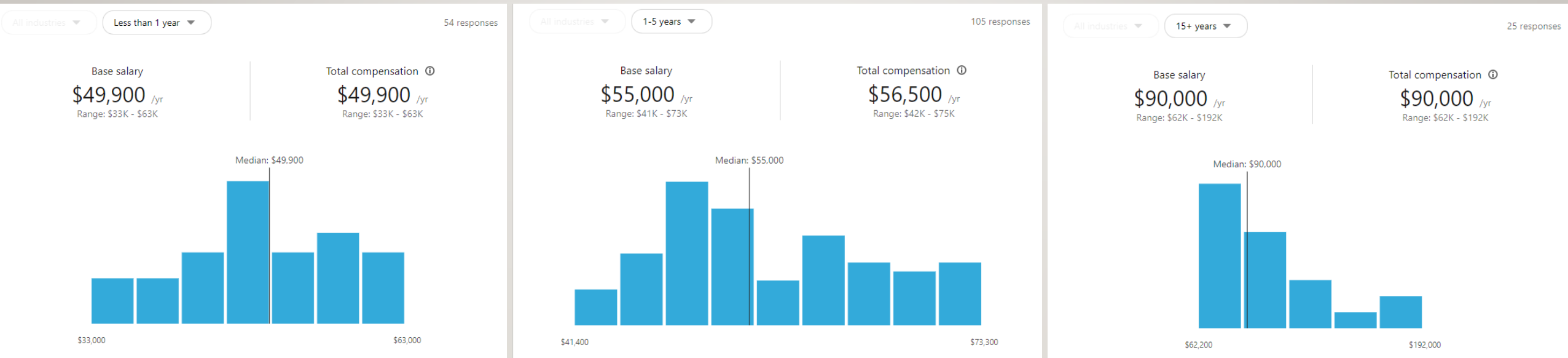
# SALARY RESEARCH

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- LinkedIn Salary
- Glassdoor.com
- Payscale.com
- Google
- Similar job postings
- Factor in benefits when considering salary!
  - Insurance
  - PTO
  - Holidays
  - Retirement and savings
  - Remote work



# LINKEDIN SALARY – ENVIRONMENTAL CONSULTANT



- Dependent on other's responses

IF THEY ASK:  
“WHAT IS YOUR  
DESIRED SALARY  
FOR THIS ROLE?”

“As we continue to have conversations about this role, I’ll hopefully get a clearer picture as to the full responsibilities of this position. Until that time would you be able to tell me your ideal compensation range for this role?”

- Saves you room for negotiations later
- Use their range as a starting point to research

# IF OFFERED AT A LOWER RATE THAN EXPECTED

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“Thank you so much. I am very excited about this position, and I know I am the right fit for the team. I am also excited about your offer. Based on my experience that we discussed during the interviews, I'm wondering if we can explore a slightly higher starting salary of \_\_\_\_\_. My market research showed that as the industry average for this area, and I'm confident that you'll be very happy with how much I can contribute to the team and department.”

- Remind them of your qualifications
  - Degree(s), past experience, etc

# MORE ADVICE

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- Be confident and know your value
  - Give evidence on why you deserve more
- Don't ask for something unreasonable
- Listen to their offer/range first
- Talk to other professionals/any contacts you have
- It is okay to withdraw, there are so many opportunities
- Use precise numbers when negotiating rather than round numbers
  - 44,750 as opposed to 45,000
  - Shows you did your research

# OPEN OPPORTUNITIES

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- Full Time Naturalist, Mercer County Park Commission, NJ
  - Education and development of programming
- Entry level Environmental Geologist/Hydrologist, ERM
  - Sampling, field work, and assessments
- Legal Assistant, The Trust for Public Land
  - provides legal and other support to attorneys, program, project and other support staff

# MICROPLASTICS

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# WHAT ARE MICROPLASTICS?

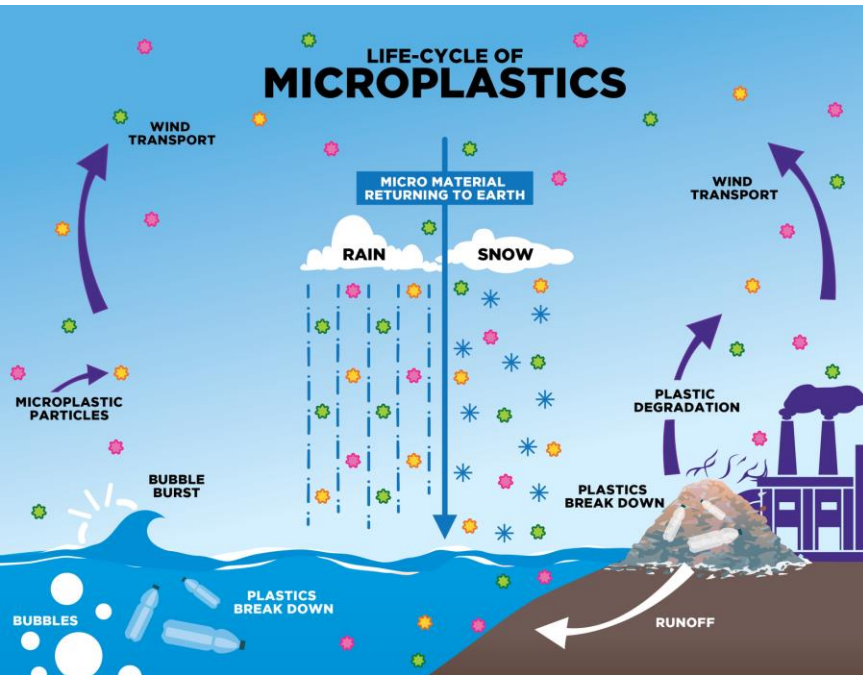
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- Small plastics pieces less than 5mm long
- Found in remote places on land and in the ocean

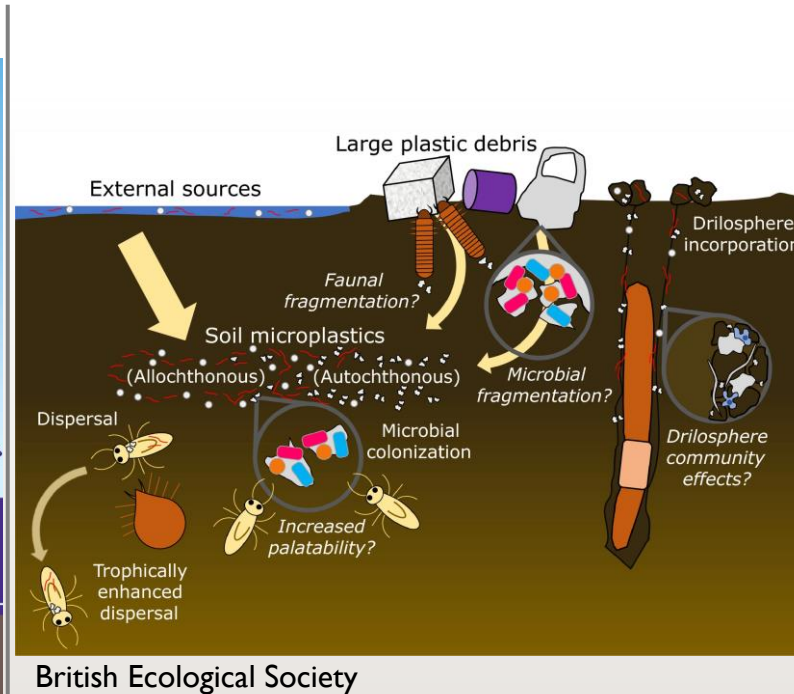




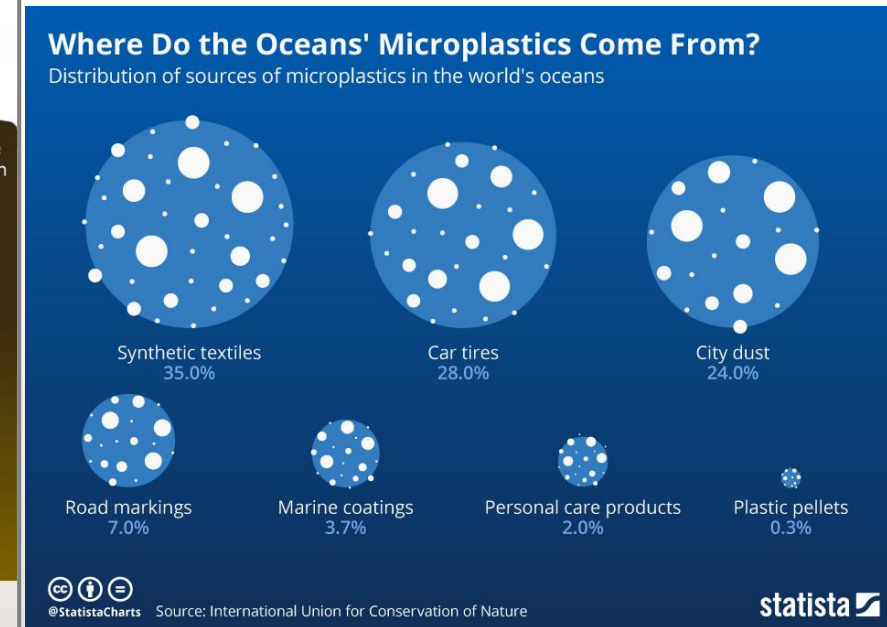
# MICROPLASTICS ARE EVERYWHERE



Young Scientists Journal



British Ecological Society



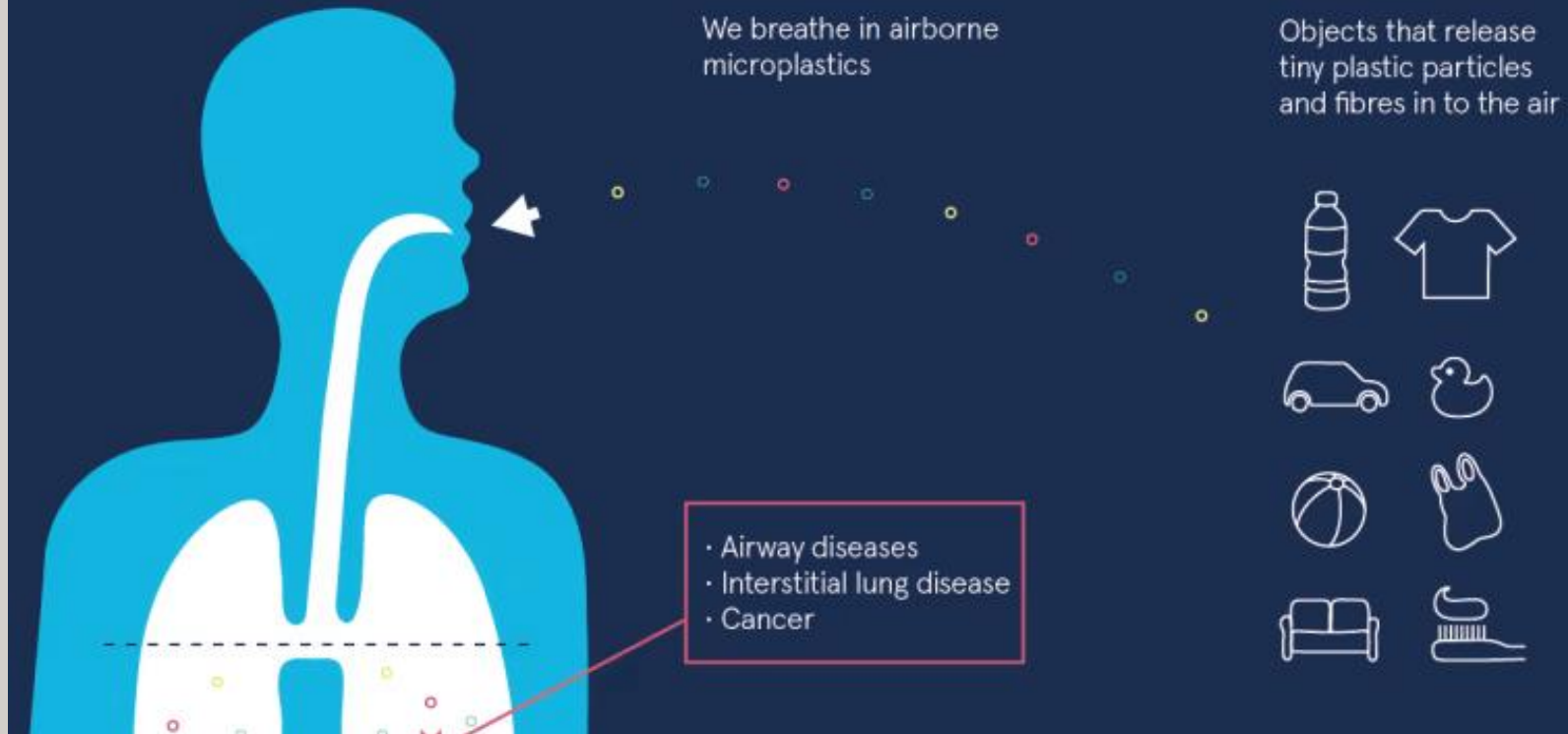
@StatistaChar

@StatistaCharts Source: International Union for Conservation of Nature

statista 

- Researchers estimate terrestrial microplastic pollution is 23 times higher than in the ocean

# How microplastics affect our bodies





# WHY DOES THIS HAPPEN?

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- We live in a plastic world
- Plastics breakdown, but do not decompose



# DISCUSSION

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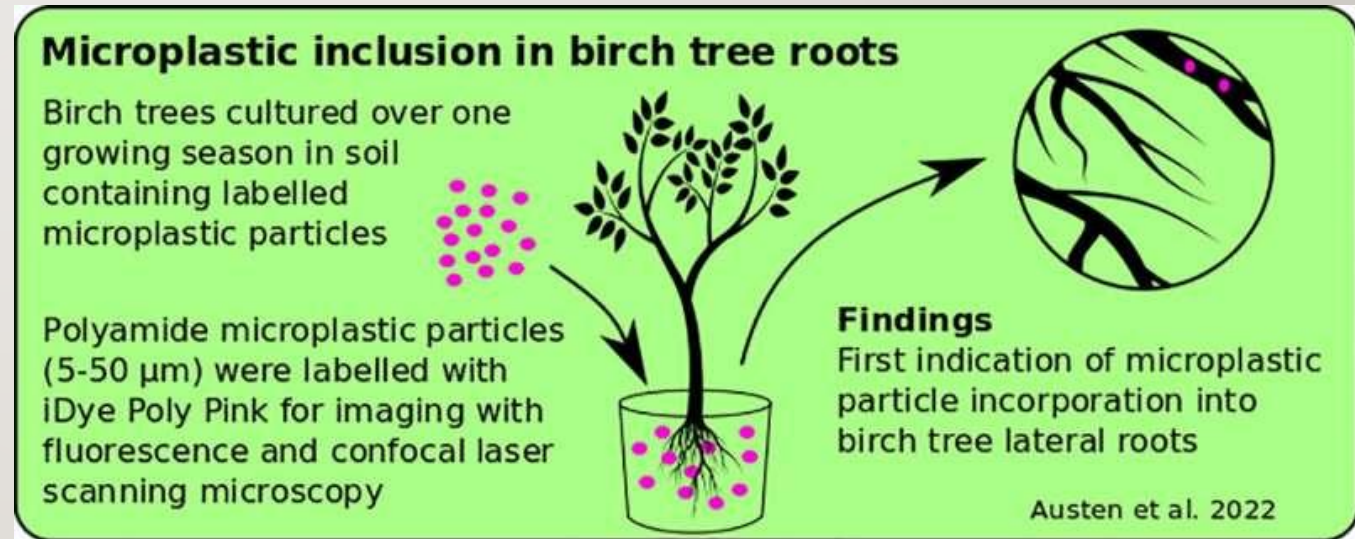
- Who do you think is responsible for the state of our plastic pollution?
- What does business and industry need to do to help our plastic problem?
- What does the government need to do to help our plastic problem?
- What does society have to do to help our plastic problem?
- What do you think will be the most effective method to reducing our plastic pollution; government regulations, industry standards, or societal change?
- Do you think efforts are best spent towards prevention or clean up?



# GOOD NEWS!

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- Birch trees have been used to decontaminate industrial pollutants
- Research shows microplastics are being taken up by roots system
- Long term effects not known, but could be positive
- Results warrant further study



# GOOD NEWS!

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- Mussels are natural filters
- Can expel most microplastic that is ingested without harm
- More research is needed, but can possibly help in clean up
- Microplastics encased in poop and sink down water column



# NEXT SESSION: MENTORS

FEBRUARY 23, 6:00-7:00



# PROFESSIONAL MENTORS MARCH 2

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- Garrett White, Biological Science Technician at John Heinz National Wildlife Refuge
- Kate Hanley, Director of Climate Strategy for Aramark
- Kelly Knutson, Director of Coalition for the Delaware River Watershed

# PROFESSIONAL MENTORS MARCH 9

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- Bethany Dhunjisha, Park Ranger at Valley Forge
- Aaliyah Green Ross, Director of Education at the Schuylkill Center for Environmental Education

# ASSIGNMENT

- Write down 10 questions you would ask after an interview – Due March 9<sup>th</sup>
  - Ten bulleted questions in a word document
- Also, think about any questions for the guest speakers

# LOOK FOR IT IN THE MAIL!

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