HOW TO DO STAR

Activity preamble:

Once you have used the SEAL process to determine what you got out of an experience and what you can now do as a result, you can now use the STAR technique to help you to answer behavioural interview questions.

STAR gives you a method for providing an example of your potential behaviour in a given situation.

Here are some tips to help you formulate a good STAR answer:

- Keep your answers clear, specific and focused on the criterion
- Use appropriate examples – recent and relevant – but make sure you use a range of experiences
- Link examples to what would be expected on the job
- Use past tense
- Remember that you need to demonstrate that you can do something or that you possess a certain quality.

Activity instructions:

The point of this exercise is for you to use an example of a personal experience to address one of the behavioural interview questions given.

Using STAR will give you the structure you need to formulate your answer.

Now prepare your answer to a behavioural interview question using the STAR technique.

Choose one of the following questions to address using STAR:

1. Tell me about a time when you have had to overcome a challenge.
2. Describe a situation when you have had to deal with conflict in a team.
3. Give an example of a time when you have had to manage competing priorities.
4. Tell me about a time when you’ve had to use your initiative in a particular situation.
Use the space below to note the things you might like to include in your eventual answer.

<table>
<thead>
<tr>
<th>Situation</th>
<th>What was required of you?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Task</td>
<td>What action did you take?</td>
</tr>
<tr>
<td>Action</td>
<td>What did you achieve (evaluate the outcomes)?</td>
</tr>
</tbody>
</table>

Once you have completed this activity you might like to record your answer or write it up in full for future reference. When you get to that stage you will need to consider how you will articulate the example in full so as to show the interviewer what skills you have and how you may add value to their organisation. **THE RUBRIC TO ASSESS STAR IS PROVIDED SEPARATELY AS RESOURCE 8.5.**