

BONNER EDITION

Interview Tip:

Behavioral Interview Prompts

Employers often ask questions about how you responded to specific situations. For example:

- Tell me about a time when you experienced a conflict while working on a team.
- Describe a time when you had to work well under pressure.
- Give me an example of a time when you showed initiative and took the lead.
- Tell me about a time when you made a mistake, and how you handled it.

S.T.A.R. Method

You can use STAR as a framework to structure your response to behavioral interview questions.

- Describe the context and background for a **situation** that's relevant to the question.
- Explain the **task** that needed to be completed. What was the goal?
- Outline specific **actions** you took. How did you exhibit transferable skills?
- Share the **results** of your actions. What was the outcome? What did you learn?

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MARKET YOUR EXPERIENCE

LET'S TALK ABOUT YOUR BONNER EXPERIENCE

The Bonner Leaders Program provides students with opportunities to develop their personal leadership style and contribute to the local community through service. Students who participate discover their leadership potential and passions and give back to the campus and greater Orlando community. You will find that many of the skills obtained, including teamwork, organization, and communication, can be directly translated to work environments across all industries. By utilizing the guide below, you will be able to elaborate on the following characteristics and skills on resumes, cover letters and throughout the interview process to land your next great opportunity.

SAMPLE RESUME ACTION VERBS

- Accomplished
- Achieved
- Administered
- Advised
- Allocated
- Arranged
- Assigned
- Assisted
- Awarded
- Budgeted
- Built
- Chaired
- Collaborated
- Communicated
- Conducted
- Coordinated
- Cooperated
- Corresponded
- Created
- Delegated
- Developed
- Directed
- Encouraged
- Facilitated
- Fostered
- Improved
- Implemented
- Initiated
- Investigated
- Led
- Maintained
- Marketed
- Mediated
- Moderated
- Planned
- Promoted
- Publicized
- Recorded
- Organized
- Overcame
- Recommended
- Selected
- Served
- Supported
- Volunteered

TRANSFERABLE SKILLS

Leadership Bonner is a one-of-a-kind, national, intensive program. Employers like to see potential employees exercise that level of responsibility and the ability to think big. The experiences you learned while a part of Bonner reflect greatly on your potential performance at work. It is important to highlight personal accomplishments or learning experiences.

Service Bonners are known for the lasting relationships they make serving in the community. Talk about your experiences in service through the organizations you partner with. Employers value this versatile experience of working with community members for a cause greater than self.

Organization & Time Management You didn't just come to Rollins for the classes. You worked a job, and were involved in student organizations and

initiatives, and served many hours in the community. You juggled so many activities because you were very organized, practiced good time management and were disciplined and goal-oriented, traits employers seek!

Teamwork & Communication Emphasize the complex types of projects completed, the number of members that needed to be coordinated, and the communication skills that go into productive teamwork. You will always need to work with people in any job, so show you work with diverse groups successfully.

Social Justice In working with the community and leading others who are unlike you, you exemplified high levels of awareness of social justice issues. You cultivated a community of care and collaboration to welcome all and create social change.

**Because each student's experience is different, use this as a general guide to help you articulate your unique experience.