The JET Program Guide Interview Prep Guide

Checklist

Interview date: \_\_/\_\_/\_\_ Time: \_\_\_: \_\_\_ Location\_\_\_\_\_\_\_

**Did you read Statement of Purpose today?**

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Dates | 1/ | 1/ | 1/ | 1/ |  |  |  |  |  |
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**Did you practice your answers today?**

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Dates | 1/ | 1/ | 1/ | 1/ |  |  |  |  |  |
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**Write out your answers from your SoP and practice them aloud in front of a friend, family member, or mirror.** Use short sentences or bullet points. Avoid rambling, going off topic, or speaking too fast. Your answers should be clear and show confidence. Be able to answer all your questions in 2-3 minutes.

*Remember, these aren’t necessarily asked in this order.*

Why do you want to join the JET Program (in 2-3 sentences)?

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What skills do you bring to the JET Program (in 2-3 sentences)?

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Why do you want to teach English in Japan (in 2-3 sentences)?

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Talk about a time when you overcame a challenge (in 2-3 sentences).

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Give your self-introduction in Japanese (じこしょうかい).

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| If you can… |

How will you give back to the Japanese community (in 2-3 sentences)?

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What will you do after the JET Program? Explain your future goals (in 2-3 sentences).

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Write 1-2 questions that you want to ask the interview panel in relation to the JET Program.

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| Ex: *What was your local community like? Did you connect with your co-workers after school?* |

The JET Interview Panel

The Interview Panel is typically made of 3-4 people. They’re usually from the area and have some connection with Japan and the program to some extent.

* Consulate representative(s)
	+ Japanese person who works at the consulate in international relations, education, or some aspect of the program.
	+ Ex-JET who is a program coordinator at the consulate or has a similar job.
* Local community member
	+ Japanese person who is involved in a local business or organization in the area.
	+ Local Ex-JET volunteer.

Greeting, Gesturing, and Ending the Panel Interview

* **Please greet everyone in English**. Say “hello,” “good morning,” good afternoon,” or “hi, everyone,” and a “nice to meet you!” Be excited for your interview!
* Gesturing: don’t bow but use a friendly wave with your “hello” and “goodbye,” or *handshake* if in person.
* Show a big smile ☺. Remember, you can’t immediately read the room to know if someone is having a bad day, but you should be as nice and friendly as possible.
* When ending the interview, be positive and wave them off with a big “thank you!” for their time and having the chance to interview. Don’t worry if messed up.

Your Appearance

Dress to impress! You should look like fabulous and feel good. Don’t wear a t-shirt, jeans, and hoody. Wear a nice suit, dress shirt, pants, shoes, tie, bow, and anything else to look professional. Wash up, get a good night’s rest, and be 15 minutes early to the interview. If the interview is online, make sure you are in the waiting room when allowed; the same if it’s in-person.

5 Dos and Don’ts when Interviewing

* **Don’t mumble or talk softly.** You should have a nice, loud, and clear voice, but you shouldn’t be screaming.
* **Be confident in your speaking** **and look at your audience** when listening and answering questions. Don’t look down but up. Look at everyone while speaking and expressing yourself. This interview is only 15-20 minutes long.
* **Don’t go off topic.** Practice speaking out loud every day and memorizing what you need to say.
* **Be yourself.** Don’t be anyone else.
* **Don’t worry about being nervous.** Everyone is nervous and that’s OK. But, if practice all your answer; review all your materials; and dress confidently, you’ll ace your interview!
* **Be calm and collected.** Take a deep breath before you answer. Give yourself time to think. It’s not a race.
* **Don’t say “I don’t know?**” Ask them to repeat the question. Ask if you can answer it later. Let them know you aren’t experienced in the subject. Offer the best answer you can but don’t lie.
	+ *You will be asked one trick question. What they are really asking is, “how can you handle a tough situation on the spot?” Show your flexibility and collectiveness to handle a tough situation. That is all they care about.*