

Kentucky 4-H Communications Program Mock Job Interview Contest Rules

What is a Mock Job Interview Contest?

The Mock Job Interview Contest is a Public Speaking contest that gives members an opportunity to practice the real-life skill of applying for a job. The contest involves a set of fictitious Job Descriptions for senior 4-Her's that the members can go through the process of applying for. To enter the Mock Job Interview Contest the member must:

- Pick one of the four **job descriptions** for a job the member feels qualified for and interested in from the list below.
- Develop a **resume** of their real-life education and experiences that they feel make them a good candidate for that job selected. Bring this resume with you to the mock job interview (For confidentiality purposes, please do not put your actual address or phone number on resume.)
- **Prepare** for the interview.
- Participate in an actual **interview** where they are judged on all of the key elements in the process.

Members are encouraged to review the interview tips and resume writing ideas and supporting materials provided in the Kentucky 4-H Communications Expressive Arts Core Curriculum: The Perfect Fit Level 3.

Categories:

- 14-15 age category
- 16-18 age category

Eligibility:

Senior 4-H member may participate in the 4-H Mock Job Interview Contest. Senior 4-H members are youth ages 14-18. All ages are as of January 1 of the current 4-H year. Two winners per district per age category (exception District 3, which may have 3) may move on to the State Communications Day Mock Job Interview Contest.

Resources:

The Perfect Fit, Level 3 <http://new.4-hcurriculum.org/projects/communications/>

Job Descriptions:

Vet Technician
Coffee Bar Attendant
Photographer
Retail Sales Associate

Position: Vet Technician

Position Overview

The Bluegrass Veterinarian Clinic is seeking a vet technician for their office. Duties would include taking care of overnight animal patients, assisting the veterinarian, checking in animals and updating records. Other duties would include assistance with billing and payments. Technician would also be responsible for communicating to the pet owners about special opportunities or vaccination drives.

Essential Job Functions

- Take care of animal patients
- Assist the veterinarian
- Update animal records with weight, addresses, etc.
- Assist with billing and payments
- Communicate with owners about vaccination drives and special opportunities

Other Necessary Skills

- Disease Prevention
- Problem Solving
- Communications
- Keeping Records
- Concern for Others

Position: Coffee Bar Attendant

Position Overview

Bright Starts Café is seeking a motivated and friendly individual to work the coffee bar. No previous food service experience is necessary. Position's duties would include brewing and preparing coffee drinks for customers, and serving breakfast food. Friendly and helpful service is a must. Attendant would also assist in making signs for coffee specials. Attendant would assist in the inventory and ordering of products.

Essential Job Functions

- Brewing and making coffee drinks
- Serving breakfast food
- Providing excellent customer service
- Assisting in making signs and displays
- Assisting in inventory and ordering

Other Necessary Skills

- Teamwork
- Social Skills
- Problem Solving
- Self-Responsibility
- Keeping Records

Position: Photographer

Position Overview

New Vision Photography provides excellent service to cover some of life's special moments. This position of photographer would cover general photography, birthdays, and sports photos. Training will be provided to a novice photographer. Duties would include setting appointments, shooting photo shots, and assisting in the photo shop. These would generally include assisting customers with package deals, showing proofs, deciding photo backgrounds and payment or orders. Some special projects may be assigned by manager.

Essential Job Functions

- Set up appointments with customers
- Assist customers in selecting backdrops for photos
- Take photos (general, sports, birthdays)
- Assist customers with proofs
- Work with customers on package deals and payment

Other Necessary Skills

- Self-Responsibility
- Problem Solving
- Social Skills
- Team Player
- Planning and Organizing

Position: Retail Sales Associate

Position Overview

In Town Closet is seeking a motivated and friendly individual to assist customers with purchases. No previous experience is necessary. Position's duties would include assisting customers on the floor, restocking inventory, and manning the cash register. Friendly and helpful service is a must.

Essential Job Functions

- Providing excellent customer service
- Assisting with displays
- Assisting in inventory

Other Necessary Skills

- Teamwork
- Social Skills
- Problem Solving
- Self-Responsibility
- Computer skills

Kentucky 4-H Communication Contest Categories

SPEECH CATEGORIES

- 9 Year Old
- 10 Year Old
- 11 Year Old
- 12 Year Old
- 13 Year Old
- 14 Year Old
- 15 Year Old
- 16 Year Old
- 17-18 Year Old

DEMONSTRATION CATEGORIES- Junior (9-13) and Senior (14-18) -Category selection should be based on the primary purpose of the demonstration. It is suggested that demonstrations that do not clearly fit into one category be modified to include information and material relative to the selected category.

CORE: AGRICULTURE

1. Agriculture – to include information on horticulture, and plant and soil sciences (e.g. crops, agronomy).
2. Animal Science – to include information on selection, care and feeding of animals, financial records, operations and animal products for small or large animals. This also includes companion animals. *(Demonstrations on horses or horse related topics can be included in this category, however, it does not qualify the participant for the State Horse Contests; this is a different event).*

CORE: COMMUNICATIONS & EXPRESSIVE ARTS

3. Visual Arts --to include drawing, painting, mixed media, decoupage, candle making, macramé, scrap booking, embroidery, quilting, silk screen, batik, block print, corn-shuck flowers, ceramics, jewelry making and similar topics. This category also includes demonstrations related to photography such as picture taking, composition, framing or scrapbooking.
4. Performing Arts -all demonstrations related to the performing arts including theatre, dance, musical instruments and musical performance.

CORE: FAMILY & CONSUMER SCIENCES

5. Clothing & Textiles – to include construction, techniques, wardrobe selection and planning (color, design accessories, appropriate dress for various occasions) selection, use or care of clothing related equipment, care of clothing, posture as it relates to fit, fibers, fabrics, and textile related topics.
6. Family & Consumer Sciences – to include information on childcare, consumer and financial education, family life, and home environment. **THIS CATEGORY EXCLUDES CLOTHING & TEXTILES AND FOODS. THESE ARE SEPARATE CATEGORIES.**
7. Foods – to include preparation skills and creativity in using foods for meals and snacks (**including breads**). Please submit a copy of the recipe on day of event.

CORE: HEALTH

8. Health – to include information on physical activity, bullying, substance abuse, personal development, and safety.

CORE: LEADERSHIP

9. Team Demonstrations – any demonstration (regardless of topic) conducted by two (2) 4-H members of the same age category (i.e. either juniors or both seniors). Each participant must have a significant speaking AND presentation role in the demonstration. **Youth may participate in either the individual demonstrations OR the team demonstration category. They may NOT do both.**

CORE: NATURAL RESOURCES

10. Natural Resources– includes Entomology, Environment, Geology, Forestry, Soils, Water and Wildlife. This category can include science-fair type experiments related to these topics.
11. Shooting Sports – includes proper care and cleaning of equipment, safety, sighting alignment and shooting techniques, selecting equipment and ammunition. Weapons of any sort cannot be brought into the building or on the grounds of school or university property. This includes firearms, bullets, bows and arrows. Mockups, models and charts must be used instead. Models cannot look like an actual gun, bow or other firearm.

CORE: SCIENCE, ENGINEERING & TECHNOLOGY

12. Science, Engineering and Technology – to include information on ATV safety, aerospace/rocketry, biotechnology, bicycle, energy, GPS/GIS, robotics, general science, and computer sciences [may NOT use computer projection equipment in place of posters]. This category can include science-fair type experiments related to these topics.
13. Digital Media Presentation – to include demonstrations using presentation software (i.e. PowerPoint, Prezi) regardless of topic. Slides are used in lieu of poster boards. Please bring the presentation on media that can be transferred to another computer (i.e. CD or portable drive).

MOCK JOB INTERVIEWS -Seniors (14-18) only. Resumes are required. See additional rules for more information.

- 14-15 year old
- 16-18 year old



Mock Interview Scoring

Participant Name: _____

County: _____ Age: _____

Please circle the response that most closely represents your feelings about each component of the interview.

1= the lowest score, strongly disagree, or low understanding

3= neutral, mediocre, or just ok

5=the highest score, strongly agree, or high understanding

Notes:

Introduction	1	2	3	4	5
Eye contact	1	2	3	4	5
Hand Shake	1	2	3	4	5
Confidence	1	2	3	4	5
Appearance	1	2	3	4	5
Gestures	1	2	3	4	5
Voice Level	1	2	3	4	5
Posture	1	2	3	4	5
Discussed Strengths	1	2	3	4	5
Discussed Growth	1	2	3	4	5
Enthusiasm	1	2	3	4	5
Grammar	1	2	3	4	5
Vocabulary	1	2	3	4	5
Enunciation	1	2	3	4	5
Knowledge of Position	1	2	3	4	5
Organized Answers	1	2	3	4	5
Persuasiveness	1	2	3	4	5
Experience	1	2	3	4	5
Closing	1	2	3	4	5
Resume	1	2	3	4	5

Total points: _____

Ribbon Color: _____

Blue: 100-80

Red: 79-60

White: 59-below

