

What Color is Your Parachute?

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Developing Leadership Capacity Workshop

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Developing Leadership Capacity

› Six Sessions

- What Color is Your Parachute?
- Standard Cluster #1
- Standard Cluster #2
- Standard Cluster #3
- Standard Cluster #4
- Leadership Panel

Learning Targets

- › Develop the leadership capacity of our current employees.
- › Develop future leaders for the organization.
- › Develop a greater understanding of the current organizational structure.

Getting the Job!!

It's a Whole New World Out There!

- ▶ Primary purpose of resume and application materials—to get yourself invited for a interview
- ▶ Primary Purpose of the interview—to help them decide that they like you and want you

Greatest Mistakes

- *Doing No Homework on an organization before going there
- *Setting no time limit when you first begin the interview, and then over stay your welcome

Greatest Mistakes

- *Letting your resume be the only agenda discussed during the interview
- *Talking primarily about yourself throughout the interview—pronoun usage

Greatest Mistakes

- *Failing to give examples of the skills you have
- *Approach interview as a job-beggar
- *Not sending thank you notes right after the interview

Sixteen Tips About Interviewing for a Job

Conversation Tips

- 1-There is no such things as "employers"
- 2-An interview should be prepared for, before you ever go

Conversation Tips

- 3-Honor agreements
- 4-An interview for a job is a lot like dating
- 5-Questions to expect from them - the questions you can ask

Conversation Tips

The Five Basic Questions:

- Why are you here?
- What can you do for us?
- What kind of person are you?
- What distinguishes you from others?
- Can I afford you?

Conversation Tips

The Questions You Should Ask:

- *What do you like about working here?
- *What specific skill are you looking for in the person who gets this position?
- *What significant changes would you like to see in the next five years?
- *Think of your most successful employees—what skills do they exhibit?

Conversation Tips

6—During the interview, determine to observe the “50 - 50 Rule”

7—In answering the questions, observe the “twenty-second to two minute rule”

Conversation Tips

8—The employer is concerned about risk

9—It is the small things that are killers in a job interview

10—Be aware of the skills the employer is looking for

Conversation Tips

11-Try to think of some way to bring evidence of your skills to the interview

12-Do not bad mouth your previous employer

13-Employers do not care about your past, they only ask to predict future performance

14-As interview proceeds, you want to notice the time frame of questions

Conversation Tips

15-Before you leave - Be prepared to ask some questions

16-Thank you notes must be sent after every interview - most ignore advice

Question and Answer