



## Interview Bootcamp

### 5- Day Intensive Interview Consultation and Training

January 22<sup>nd</sup> – January 26<sup>th</sup>  
Wellesley College

*Will you be going through a challenging and competitive interview process?  
Do you want to learn how to leverage your resources to find your Dream Job?  
Do you want to strengthen areas of weakness in order to obtain an internship or full time position?*

The job market continues to become more competitive. During an interview process, the ability to project a winning image and demonstrate the desired qualifications is a critical success factor for differentiating oneself from the competition. Unfortunately despite being highly qualified, many candidates are not able to effectively convey their capabilities and exude a polished and professional image to potential employers during an interview process. Furthermore, many fail to utilize or are unaware of the resources available to help them find the job they really want.

*The Monarch Hudson Company* prepares job candidates for a challenging interview process through a structured and intensive training program. *The Monarch Hudson Company* is an image and career consulting firm specializing in the career development and job placement of young professionals. Each training program is tailored to meet the individual career goals of course participants through group workshops and individual video recorded mock interview sessions. Participants in the five-session training series gain competence and confidence in interview skills.

#### **Training Workshops** *(course outline enclosed)*

The training workshops address the entire interview lifecycle *(initial job search activities to final rounds)*. In addition, each session will focus on answering tough interview questions on a variety of topics. A wide variety of learning activities are used, including case studies, lectures, role-playing, and group exercises. A detailed training manual covering course information with additional articles and support materials is included. Attendance at all five sessions is encouraged to maximize the benefit of training.

#### **Video Recorded Mock Interviews**

In addition to the group workshops, course participants will participate in daily mock interview sessions *(additional mock interview sessions may be scheduled)*. The interview sessions will provide individual counseling to candidates and highlight areas of strength and weakness. The mock interview sessions will be tailored to address the specific industry focus of course participants. Course participants will receive all mock interview DVDs.

#### **The Application Process**

To apply, please complete the enclosed application form and mail, fax or email it along with your resume to the address on the application. Space is limited and applications will be accepted on a rolling basis.

*All class years are encouraged to apply  
Students from any college/university are welcome to apply*

*The final due date for submitting an application and payment is January 15<sup>th</sup>, 2007  
(Discount is offered for applications and payments received before December 22<sup>nd</sup> 2006)*



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Morning or Evening Sessions

*(course participants have the option to take either the morning or evening session)*

Morning: 9:00am – 12:00pm or Evening: 6:00pm – 9:00pm

### PROPOSED COURSE OUTLINE

*(NOTE: Exact order of topics may change)*

#### Session I

Skills assessment: Defining strengths and weaknesses  
Transferable Skills: Assessing previous experience and academic coursework  
Marketing your liberal arts background as a strength  
Building your resume: Making strategic course selections and obtaining relevant work experiences  
Human Resources / Recruiter Interviews: Getting past the gatekeepers

#### Session II

Interview research: Conducting informational interviews and using college resources effectively  
Effective networking... for those that hate to network  
Beyond Finance: The undiscovered job market  
Let your resume and coverletter sell you: What stands out on a resume?  
Sometimes one resume just isn't enough  
Jekyll and Hyde Interviewers: Beware of "leading" questions *(which lead you to the wrong answer)*

#### Session III

Standing out at company informational meetings  
Professional Characteristics: Presence, Communication and Confidence  
Wardrobe and image considerations  
Expressing yourself: Effective verbal and non-verbal communication  
Telephone interviews: Getting in the Door  
Answering Brain Teasers, Case Interviews and Industry Specific Questions

#### Session IV

First round interviews: how to get to the second round  
Interview etiquette: Make the first and last impressions, great impressions  
Talking intelligently about your resume  
Tackling tough interview questions  
Explaining the bad GPA  
Great questions to ask the interviewer

#### Session V

Preparing for second and final round interviews  
Acing second and final round interview questions  
Closing the deal in your favor



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|                                 |   |
|---------------------------------|---|
| DATES                           | January 22 <sup>nd</sup> - January 26 <sup>th</sup>   |
| WORKSHOP TIMES                  | <i>Please select one:</i><br>Morning Course: 9am - 12pm<br>Evening Course: 6pm - 9pm  |
| LOCATION                        | Wellesley College ( <i>exact room location will be communicated to course participants</i> )  |
| COST                            | <b>\$250</b> - applications and payment received on or before December 22 <sup>nd</sup><br><b>\$300</b> - applications and payment received after December 22 <sup>nd</sup> |
| REGISTRATION DUE DATE           | Final Date for Registration - January 15 <sup>th</sup> , 2007   |
| CANCELLATION POLICY             | Cancellation notice must be in writing and received by mail or fax by January 15 <sup>th</sup> 2007 or registrants will be charged the full course fee.                     |
| PAYMENT BY CHECK OR CREDIT CARD | Please make checks payable to: <i>The Monarch Hudson Company.</i>   |

*Space is limited; applications will be accepted on a rolling basis.*

You will be notified within 48 hours of the receipt of your application and payment if you have been accepted or placed on the Waiting List. If, after having been accepted, you find that you are unable to attend, please e-mail [interviewbootcamp@monarchhudson.com](mailto:interviewbootcamp@monarchhudson.com) as soon as possible (and before January 15th to receive a full refund) so that we may include someone from our waiting list in your place.

For more information or clarification, call or email

**Interview Bootcamp**

**Toll free: (800) 790-3839 (ext.702)**

**E-mail: [interviewbootcamp@monarchhudson.com](mailto:interviewbootcamp@monarchhudson.com)**



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### APPLICATION FORM

Please complete the following sections and email or fax both pages with your RESUME to [interviewbootcamp@monarchhudson.com](mailto:interviewbootcamp@monarchhudson.com) / Fax: (800) 790 -3839 no later than January 15<sup>th</sup>, 2007.

|                   |  |
|-------------------|--|
| <b>NAME:</b>      |  |
| <b>ADDRESS 1:</b> |  |
| <b>ADDRESS 2:</b> |  |
| <b>PHONE:</b>     |  |
| <b>E-MAIL:</b>    |  |

WHICH SESSION DO YOU PREFER TO TAKE? (Please check one)

|               |                          |
|---------------|--------------------------|
| MORNING       | <input type="checkbox"/> |
| EVENING       | <input type="checkbox"/> |
| NO PREFERENCE | <input type="checkbox"/> |

WHAT INDUSTRIES DO YOU HOPE TO WORK IN AFTER GRADUATION?

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ARE YOU ALSO APPLYING TO GRADUATE SCHOOL? IF SO, WOULD YOU ALSO LIKE TO FOCUS ON INTERVIEW PREPARATION FOR GRADUATE SCHOOL?

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PLEASE TELL US WHY YOU WOULD LIKE TO TAKE THE COURSE?

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HOW DID YOU HEAR ABOUT THE COURSE?

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WHAT QUESTIONS WOULD YOU HATE TO ANSWER DURING AN INTERVIEW?

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### APPLICATION SUBMISSION DIRECTIONS:

E-MAIL application and resume to: [interviewbootcamp@monarchhudson.com](mailto:interviewbootcamp@monarchhudson.com)

OR

FAX application and resume to: (800) 790 -3839

Make check payable to: *The Monarch Hudson Company* and mail to:

The Monarch Hudson Company  
The Chrysler Building  
132 E. 43<sup>rd</sup> Street # 225  
New York, NY 10017