

Internal Communications Interview Checklist

As you progress along on your interview preparation, refer to this checklist and be ready to shine!

Cultivate Self-Awareness

- Reflect on motivations and aspirations for the role
- Identify unique value you bring to the organization

Bridge the Gap

- Align experiences and skills with role and responsibilities
- Emphasize fresh perspectives and positive impact

Know Your Audience

- Research company values and internal communications approach
- Understand interviewers' preferences and priorities

Showcase Your Skills

- Highlight strategic thinking, adaptability, and creativity
- Use concrete examples of skills in action

Connect with Stakeholders

- Describe experiences with stakeholders in current role
- Illustrate effective communication in different scenarios

Embrace Continuous Learning

- Showcase investments in personal development
- Mention relevant courses, certifications, or workshops

Craft Compelling Stories

- Prepare examples of challenges faced and solutions
- Describe significant impacts and measured success

Define Your Unique Selling Proposition (USP)

- Identify what sets you apart from other candidates
- Explain how you can redefine the role

Showcase Cultural Fit

- Demonstrate understanding of company culture
- Align skills and mindset with company values

Embody Confidence and Humility

- Project confidence in abilities
- Maintain a humble and respectful attitude

Keep in touch. Look up more such resources on my blog Intraskope (www.aniisu.com)

Connect with me to get stronger with internal communications practices and your personal brand.

<https://calendly.com/aniisu3>