

# Interviewing with Bright Futures

At Bright Futures, we use Values and Behaviours based recruitment, ensuring candidates align with the competencies required to be successful in their role.

## What is a competency based interview?

A competency based interview (also referred to as a situational or behavioural) is a style of interviewing often used to evaluate a candidate's experience against a set of competencies. Increasingly, companies are using competency based interviews as part of the selection process as it can give valuable insights into an individual's preferred style of working and help predict behaviours in future situations. This style of questioning forces candidates to give situational examples of times in the past when they have performed particular tasks or achieved particular outcomes using certain skills.

## What are competencies?

At Bright Futures, we focus on the following competencies, depending on the role you're being interviewed for:

- Teamwork
- Decision making
- Communication
- Leadership
- Resilience & Tenacity
- Problem Solving
- Planning
- Influencing
- Negotiating
- Quality Focus





## Typical style of questions

A typical competency question could be: "Describe a situation where you have had to work as part of a team." When asked a question like this, you should be able to talk for several minutes about your participation to a particularly strong team you have been part of in the past and how your sense of teamwork helped lead a task or project to successful completion.

## How to prepare for a competency based interview

You should have an idea before the interview of the experiences from your work life that you could use as examples to demonstrate the key competencies of the role to which you are applying. You should use recent examples, ideally from the past 12-18 months. You will be able to identify the key competencies (either from the job advert or job description) and from other materials that the company has produced regarding our vision and values.

It is quite acceptable to ask for and to use a few moments of thinking time before answering competency questions. If necessary, simply notify your interviewer by explaining you "may need to think about this for a few moments". Once you have thought of a good example to use, continue with your answer.



It is also acceptable to take with you a few notes of the examples you wish to use, to aid your memory. Remember, this style of interviewing is not a test of your memory and is designed to gain a good understanding of your experience and how you behave in certain situations. Beware, however, of relying on these notes too much, do not make them too detailed as reading from them would not be acceptable.

## How to structure your response to the questions

Once you have decided on the most appropriate example to use, you should structure your response using the STAR approach. Start by describing the situation, say what the task was, what action you took and then what the result was. You may well then be asked some further follow-up questions or probing questions to elicit more detail about your experience.



**S - Situation**

**T - Task**

**A - Action**

**R - Result**

Got any questions about our recruitment process? Get in touch with the team at [recruitment@brightfuturescare.co.uk](mailto:recruitment@brightfuturescare.co.uk).



**Bright Futures**