



FORM E:

High Impact Learning Experience Submission Form E

Using the same language employers use is an effective method of communicating how your experience during the HILE provided you the opportunity and growth to make yourself a candidate for further consideration for a job. To do this, we recommend you review the [NACE Career Competencies](#) and keep them in mind as you describe your HILE experience.

If you have a specific job you want to apply for and prepare for the interview process, we also recommend using the job description to identify key words and attributes they are seeking so that you can again, strategically, use them in your descriptions.

Finally, using the STAR Method of Interviewing (described below) is a process that will ensure you describe your experiences in a way that provides a complete picture of the experience while showing employers growth and development. This doesn't have to be all positive. Employers know that learning from our mistakes is as important if not more than having successes.

DIRECTIONS for HILE SUBMISSION:

Using the STAR Method of Interviewing, answer **FOUR** of the following questions from your high impact learning experience. The STAR Method is as follows:

Situation: Describe the specific situation that you were in.

Task: Describe the task you needed to accomplish. What was the goal?

Action: Describe the action you took and keep the focus on what you did.

Results: Explain the results you achieved. What happened? How did the event end? What did you accomplish? What did you learn?

BEFORE YOU BEGIN: Make sure to add specific examples and details to your answers.

1. Can you provide an example of a challenge you faced during your HILE and how you resolved it?
2. Describe a situation where you worked as part of a team to achieve a common goal.
3. How do you stay organized and prioritize tasks?
4. Describe a time when you had to handle conflict, disagreement, or discord with colleagues?
5. Describe a time when you had to adapt to change?
6. What did you find most valuable about your high impact experience (keep your professional future in mind)?

LAST BUT NOT LEAST: If you submitted a proposal for a project for your HILE, you need to combine it to this submission. The submission will have to be ONE document for Suitable to accept it.