



WORKSHEET

WRITING YOUR STAR STORIES

What is the STAR method?

- The STAR method is a framework (i.e. structure) to follow for answering behavioral interview questions.
- Behavioral questions are those that typically start with
 - Tell us about a time when...
 - Can you share about...
 - Do you have experience with...
 - When have you experienced...
- Here is a breakdown of the STAR method

S	Situation	What was happening?
T	Task	What was your role? What was the problem?
A	Action	What did you do?
R	Result	What happened as a result of what you did? <i>Numbers speak louder than words. Use measurable metrics.</i>

Why is it important to tell stories with the STAR method?

- Your answer structure presents yourself as a problem solver who can make a significant difference.
- The STAR formula allows you to structure your stories to share only what is most relevant to your interviewer in terms of the difference you will make to the company.
- When you follow the STAR method, your answer to the interview question gives EVIDENCE that backs up your claims about your skills and accomplishments, making you more trustworthy.



WRITING YOUR STAR STORIES

How can I ensure that my STAR stories convey confidence and conviction?

- Be specific, especially with your results. Use business metrics.
- Only share the relevant details – avoid the fluff or extraneous details.
- Make it memorable
- Demonstrate your strengths in these areas:
 - Stakeholder management
 - Communication
 - Persistence
 - Execution
 - Intuition
 - Numbers
 - Organization
 - Leadership
 - Creativity
 - Character
 - Attitude
 - Analysis

Now, you will write your own STAR stories

You will get you warmed up with a couple of basic stories including:

1. “Tell us about a time when you solved a problem”
2. “Tell us about a time when you worked on a team”
3. “Tell us about a time when you had to work in an uncertain situation”
4. “Tell us about a time you had to lead a team or project”
5. “Tell us about a time where you recognized a personal deficiency or weakness and made a change”

Then, you’ll have the opportunity to create STAR stories for each of the skills you identified in the “FROM SKILLS TO STORIES” exercise.

PRO TIP:

If you really want to stand out in your interview and radiate confidence and conviction, practice these stories OUTLOUD to assess your tone and delivery.



TELL US ABOUT A TIME YOU SOLVED A PROBLEM

1. Use this space to brainstorm some examples where you've solved high-value problems. High-value problems are systemic problems that you've taken the initiative to solve (e.g. systems, policy, procedure, structure, etc.) that resulted in a positive outcome.

2. Now get specific and describe each part of the story in the STAR format.

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TELL US ABOUT A TIME YOU WORKED AS PART OF A TEAM

1. Use this space to brainstorm some examples where you've worked well with other people. Ideally, use a situation where collaboration was critical to success. This is NOT a time to share about a time where you did all of the work for a group- the interviewers want to know about your abilities to work with others.

2. Now get specific and describe each part of the story in the STAR format.

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TELL US ABOUT A TIME WHEN YOU HAD TO WORK IN AN UNCERTAIN SITUATION

1. Use this space to brainstorm some examples where you've worked in a situation with a lot of unknowns. Your example should demonstrate to your interviewer that you can complete work with minimal supervision, carving a new or unexpected path/approach.

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TELL US ABOUT A TIME WHEN YOU LED A TEAM OR PROJECT

1. Use this space to brainstorm some examples where you've demonstrated your leadership skills. How have you shown initiative? How have you made a difference? How have you mentored or encouraged someone you managed?

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TELL US ABOUT A TIME WHERE YOU RECOGNIZED A PERSONAL DEFICIENCY OR WEAKNESS AND MADE A CHANGE

1. Use this space to brainstorm some examples where you've demonstrated your ability to create improvements. When has your attention to detail and commitment to excellence made a positive impact to your organization or team?

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Now you will create STAR stories for your skills. Using the skills from the “Skills to Stories” exercise, craft a STAR story that highlights your ability to use this skill.

1. Identify a skill from the “Skills to Stories” exercise

2. Use this space to brainstorm some examples where you’ve demonstrated this skill.

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