



THE INTERVIEW

TOP 10 BEST PRACTICES

RCS Hospitality Group (RCS), founded in 2000, has over 185 years of cumulative club and hospitality management experience within its service team. Our team includes those with management backgrounds in golf operations, food and beverage, special events, kitchen and culinary operations, membership marketing, real estate, financial analysis, and social media. We bring this practical institutional knowledge to everything we do.

about us




Time & Effort

Preparing for a successful job interview is a crucial step towards securing the career opportunity you desire. In today's competitive job market, standing out from the crowd and leaving a lasting impression on potential employers is more important than ever.

By dedicating ***time and effort*** to prepare for your interview, you gain a distinct advantage over other candidates.

Thorough preparation allows you to showcase your qualifications, skills, and personality with confidence and clarity, increasing your chances of impressing the interviewer and ultimately landing the job. Whether it involves researching the company, practicing common interview questions, or refining your professional demeanor, investing in interview preparation is a wise decision that can make all the difference in achieving your career goals.

Best Practices



To help you excel and make a lasting impression, here are recommended **Top 10 Best Practices** to keep in mind as you prepare.

1

Thoroughly Prepare: Ask us for any information about the Club, its mission, values, culture, recent achievements, and any current projects. Familiarize yourself with the job description and make a list of key skills and qualifications required.

2

Prepare Thoughtful Questions: Before the interview, brainstorm a list of well-researched questions that demonstrate your genuine interest in the club and the role. These questions should be specific and tailored to the search committee or leadership team, showing that you have done your homework.

3

Dress Professionally: Dress appropriately for the interview, considering the company culture and industry norms. Aim for a polished and professional appearance, as **FIRST IMPRESSIONS MATTER**.

4

Answer Questions Concisely: When responding to questions, be concise and to the point. Avoid rambling or going off on tangents. Prepare clear and structured answers that highlight your relevant skills, experiences, and achievements. Use specific examples to support your claims.

5

Highlight Your Experience: Clearly articulate how your past experiences, skills, and accomplishments align with the requirements of the position. Connect the dots for the search committee, showcasing how your background prepares you for success in this role.

6

Summarize Your Fit: At some point during the interview, provide a concise summary highlighting why you believe you are a good fit for the position. Emphasize your unique strengths and how they align with the Club's needs and values.

Best Practices



7

Engage with the Search Committee and/or Leadership Team: Actively engage with the Search Committee members and Leadership Team during the interview. Maintain eye contact, listen attentively, and show genuine interest in their questions and comments. Remember to address each person by name when appropriate.

8

Maintain Professionalism: Be mindful of your body language and demeanor throughout the interview. Project confidence, enthusiasm, and professionalism. Avoid negative comments about previous employers or colleagues, and always remain positive and respectful.

9

Be Yourself: During an interview, it is crucial to be authentic and let your true self shine. Genuine responses and a sincere attitude play a significant role in the interview process. By showcasing your personality, you provide the search committee with the opportunity to assess whether you are a suitable cultural fit for the position.

10

Thank the Committee & Leadership Team: Towards the end of the interview, express your gratitude to the Search Committee and Leadership Team for the opportunity to interview for the position. Reinforce your interest in the role and the company. After the interview, send a personalized thank-you note or email to each member of the search committee, expressing your appreciation for their time and reiterating your interest in the position. This gesture demonstrates your professionalism and attention to detail.

*Good
Luck!*



Remember, thorough preparation, effective communication, and professionalism are key to impressing a search committee and the leadership team of a club. By following these best practices, you can enhance your chances of success during the interview process.

Good Luck!

THE RCS TEAM



Whitney Pennell
President



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Jill Hamilton
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Amy Paris
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