

# Improve Public Speaking Skills

Do you tremble and lock up at the thought of public speaking? Then a job interview is probably not your forte. If you struggle to keep your composure in the face of a public interaction, here are some relaxation tips that can help you find your comfort zone:

## RECOGNIZE IT

The first step toward realizing you may be in need of some stress reduction is recognizing its onset. This can help you effectively address it before it overtakes you. Some of the most common indicators of stress or nerves include muscle tightening, clenched hands or perspiration.

Even the strongest of resumes and qualifications can be overshadowed by interview stress. Try to take a moment to breathe and calm down before continuing with your conversation. Realize that you are simply chatting with another person and that they are probably also nervous about finding a quality candidate.

## DEAL WITH IT

The American Institute of Stress offers other ways to relieve tense situations, including clenching and relaxing muscles or thinking of a soothing image. Each person can have their own measures for effectively reducing stress.



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Find yours and stick with it for a stress-free job interview. If you can, look for humor in stressful interview situations. As long as it's not over the top, humor can be a great stress-reliever during any kind of tense communications. Engage in any small talk that

your interviewer initiates and look for ways to incorporate a funny story or comment.

## PREPARATION IS KEY

Just as in most aspects of life, practice makes perfect. The more prepared you are entering an interview, the less

likely you will be overcome with nervous energy and stress. If there are certain questions that really get you rattled, practice answering these inquiries in a mirror prior to the interview. Take note of your facial and body expressions, and try to keep

them as positive as possible. Giving off any type of negative vibe is never a good thing during an interview, because hiring managers are looking for honesty and reason to believe that you are the strongest candidate to help move their company forward.