

Writing a Resume

Go For Your Goals, Module 5



AGENDA



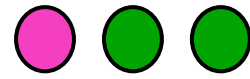
1. Brainstorm: Have you ever created a resume and for what purpose? How does a good resume help you get a job?



2. Activity: Independently, after reviewing the sample resume, begin to work the resume template questions in order to create a resume.



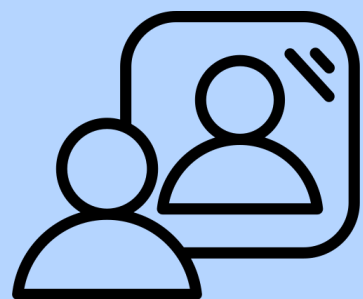
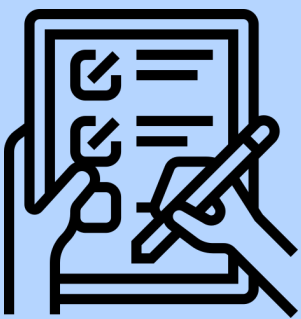
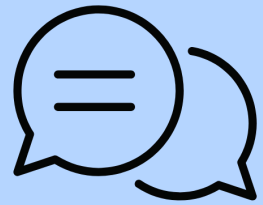
3. Reflect: At the beginning of this course, you identified an area of SEL that you wanted to learn more about. Did you accomplish that goal? Is this an area that you'd like to continue to explore?

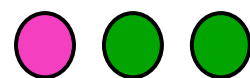
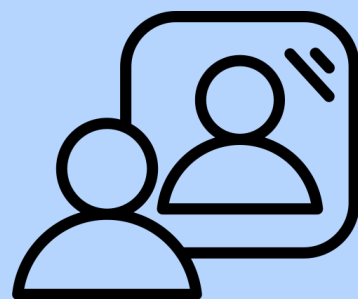


BRAINSTORM



Have you ever created a resume and for what purpose? How does a good resume help you get a job?

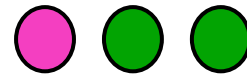
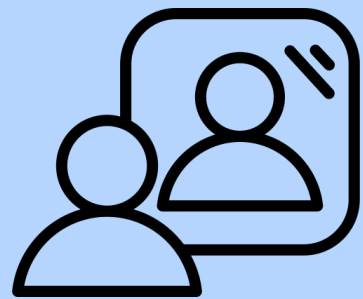
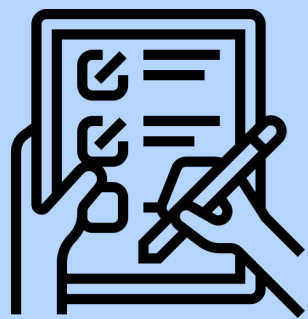




DISCUSS



Share your responses from the brainstorm activity.



DIVE IN

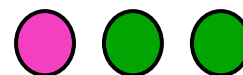
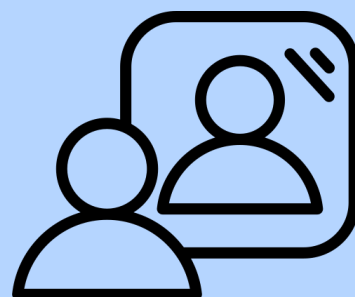


A **resume** is a document written by a person that provides information about the person's accomplishments, skills, and the qualities they possess.

What are the different purposes of a resume?

Show Answer

- Applying for a summer job
- Volunteer work
- Applying for an internship
- Applying to college
- Applying for college scholarship applications



DIVE IN



Example Resume

1755 North PebbleCreek Parkway, #1136
Goodyear, AZ 85395
[877-717-2847](tel:877-717-2847)
student@pathsprogram.com

Emma Emozi

EXPERIENCE

[Sun Valley Animal Shelter, Glendale, AZ](#) — *Assistant*

2019 - PRESENT

- Take care of animals

[Company Name, Location](#) — *Tutor*

2017 - Present

- Assist peers with writing assignments

[Big Brother Big Sister, Avondale, AZ](#) — *Big Sister*

2016 - Present

- Work with underprivileged youth

EDUCATION

[Emozi High School, Goodyear, AZ](#) — *High School Diploma*

Class of 2022

Activities and Awards

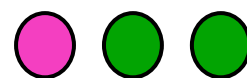
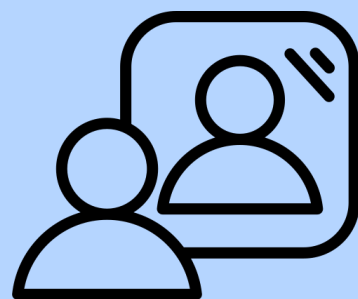
National Honor Society

Honor Roll, 4 years

Student Council

Spanish Club


Yearbook Club



ACTIVITY



Work through the resume template to make your own resume.

 **High School**

Worksheet

Name: _____ Date: _____

Writing a Resume

Sample Resume

8755 North Peabody Creek Parkway, #1136
Goodyear, AZ 85396
877-717-2842
student@pathprogram.com

Emma Emozi

EXPERIENCE

Sun Valley Animal Shelter, Glendale, AZ — Assistant
2019 - PRESENT

- Take care of animals

Company Name, Location — Tutor
2017 - Present

- Assist peers with writing assignments

Big Brother Big Sister, Avondale, AZ — Big Sister
2016 - Present

- Work with underprivileged youth

EDUCATION

Emozi High School, Goodyear, AZ — High School Diploma
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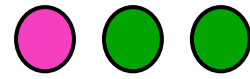
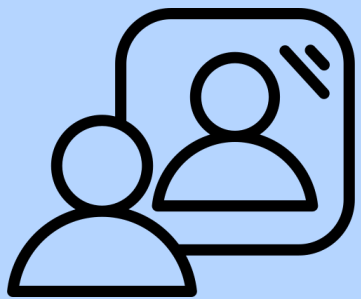
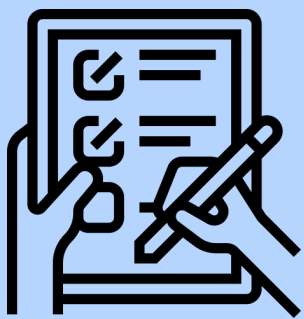
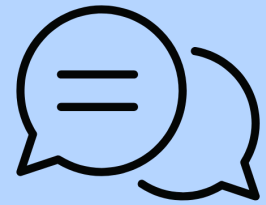
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Essential questions:

- What is the resume to be used for? How can you tailor your resume for that situation?
- What are your strengths? How can you show them?
- What sets you apart from everyone else? Why should someone pick you?

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REFLECT



At the beginning of this course, you identified an area of SEL that you wanted to learn more about. Did you accomplish that goal? Is this an area that you'd like to continue to explore?



Extend & Enrich

Extend and Enrich

Consider encouraging students to use an online resume generator, such as these:

- Canva: www.canva.com/resumes/templates/high-school/
- ReadWriteThink:
www.readwritethink.org/classroom-resources/student-interactives/resume-generator
- Student Edge: studentedge.org/jobs/resume-builder



Home Connection



Home Connection

Writing a Resume

Dear _____,

Today in class, we learned that a **resume** is a document written by a person that provides information about the person's accomplishments, skills, and the qualities they possess.

Please encourage your student to share what they brainstormed about in class to begin a sample resume. Perhaps share a family member's resume with them.

Please do not hesitate to reach out with any questions or concerns.

Best,

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Professional Development



Take 5 minutes to consider: How would you evaluate your own social and emotional growth throughout the school year? Are there still some areas you'd like to improve? How will you do so?





Lesson Complete!

