

FINDING A J-O-B

ACTIVITY OVERVIEW FOR INSTRUCTORS

Resume Assignment - Students will *compete* for several different job openings by writing a winning resume. The instructor will provide several different job ads that might appeal to their class body (e.g. internship positions, graduate school openings, entry-level geologists, etc.). Students will choose the job ad that they want to apply for and create a resume that will highlight their relevant experiences.

Gallery Walk - During the next class meeting, students will go through a gallery walk, where each job ad and associated student resumes will be available. Students will then pretend to be hiring managers and evaluate each resume. They will go around the room to select (using stickers or markers) which candidate they would offer the position to. At the end of the gallery walk, students should reconvene to have a class discussion about what they liked and what was successful about different resumes.

Optional - You can then have students revise and edit their own resumes after the discussion and turn in the updated resumes for a grade.

Reach Out to Career Services - For this assignment, you may want to reach out to your Office of Career Services for help find recent job ads and/or have them provide guidance on resume writing.

INSTRUCTIONS TO STUDENTS:

Learning Goals

- Identify appropriate skills and experience that would make you a good candidate for a particular job ad
- Write a strong, clear, and concise resume

Activity Overview for Students

Attached below are < X > number of job ads, including those for internships, graduate school, and entry-level geologists position. Please select one that you are interested in “applying for”. You will be responsible for putting together a resume to compete for the position.

Resumes will be due: < date >

On < date >, please be prepared to share your resume with class. We will conduct a gallery walk where you will have an opportunity to evaluate and provide constructive feedback on your fellow students’ resumes.

After our gallery walk, please use comments and feedback provided in the class discussion to revise and edit your resume.

Final resumes will be due: < date >