



## **YOUR ESA Résumé**

The knowledge and experience you've already gained through your ESA activities in college are extremely sought-after. Through ESA, you've logged proven successes in project management, promotion, people skills, and financial management. And you've demonstrated initiative, time-management, and sales skills too. Whether you're job hunting, seeking admission to grad school, joining a company or starting your own business, or maybe even off for adventures abroad, let your ESA experience open doors for you in your new endeavors. Not sure how that should look on your résumé? Here are some examples to get you started. These examples may not be applicable word for word. You may choose to highlight your skills in bullet point or another fashion. Think about what skills you want to convey most and edit these examples to fit your needs.

### **If you led a service project:**

#### **Event Chairman** *for Alpha Alpha Chapter of Epsilon Sigma Alpha International*

Chaired chapter's annual event benefiting St. Jude Children's Research Hospital, raising more than \$9,000 and including 80 chapter members and more than 100 citizen runners. Led a 20-member committee overseeing all aspects of the event including promotion to running clubs, health clubs, recreational sports leagues, and high schools; solicitation of donated prizes and event sponsorships from area businesses, coordination with city government for route management, police support, and insurance. (Specifics about your role and what overall was accomplished, who benefited, who you worked with)

### **If you held an office:**

#### **Recruitment Director** *for Alpha Alpha Chapter of Epsilon Sigma Alpha International*

As recruitment director, led the two-week membership drive for my chapter resulting in a 40% increase in chapter membership. Responsible for planning 6 separate events including members' duty assignments, publicity, facilities, event activities and food for each event. (Specify your role and accomplishments in all offices if you held more than one)