



# Resume Workshopping

*Update, refresh, or create a resume  
tailored to what you need  
it to do for you right now*

*Y*



Yassss! It's you! Thank you so much for being here. You have no idea how much it means to me that you made the decision to jump into resume workshopping.

Resumes are not a laundry list of everything you've ever done, but rather a chance to highlight and spotlight. Specifically, what you have done that can help you grow into the role or support the person out of the gate.

We can see them as a quick overview of what you're capable of. If you only have one page, which you really should only have a one-page resume, then that resume needs to be tailored to the job, or job pitching or project proposal that you're going for.

This might mean that you have a couple of different resumes in rotation. I have a couple of resumes in rotation!

The next few pages will walk you through the initial stages of workshopping your resume. Feel free to ask questions early and often!

Happy Workshopping,

*Gael*

## WHAT DO YOU NEED YOUR RESUME TO DO RIGHT NOW?

- ① New job
- ② General update
- ③ Apply to new job in current company
- ④ Other:

CIRCLE THE POSITIONS ON YOUR RESUME (OR LIST BELOW) THAT MOST CLOSELY ALIGN WITH THE GOAL YOU IDENTIFIED ABOVE

①

②

③

④

WHAT DID YOU DO IN THOSE POSITIONS THAT SUPPORT YOUR READINESS/QUALIFICATION FOR THE POSITION YOU ARE UPDATING YOUR RESUME FOR?

Keep those items and add anything additional. You can use the space here to list them out if you do not have your resume with you

1.

2.

3.

4.

# WHAT IS NOT RELEVANT TO THE POSITION YOU ARE UPDATING YOUR RESUME FOR?

Line through those items on your resume. You can use the space here to list them out if you do not have your resume with you.

1.

2.

3.

4.

# NOTES

A large, empty rectangular box with a thin black border, occupying most of the page below the 'NOTES' header. It is intended for the user to write their notes during the workshop.