



## AmeriCorps Alums: 2017 Resume Worksheet

We've been a trusted resource for thousands of members and alumni in supporting their "Life After AmeriCorps". Our webinars on "How to Put AmeriCorps on My Resume" have tens of thousands of views. But we've often been asked *what else* could we do to support career transitions. What if I don't have reliable Internet? What if I'm on a NCCC spike? What other resources are out there?

Well, you asked and we've delivered. Partnering with the AmeriCorps Alums 'Career Coach,' Denise Riebman, we're proud to introduce a new tool to support your Lifetime of Service and Leadership. This tool provides detailed information and examples on how to put AmeriCorps on your resume and organize your experiences for maximum impact. As there are countless approaches to structure your resume, we also encourage you to review additional resources and others resumes for further insights.

### For AmeriCorps Members and Alumni:

What we've always tried to stress, and are again with this tool, is that the skills and experiences you gain in AmeriCorps are super important, impressive and exactly what employers want. You just need help expressing it so you can talk more about dollars raised, hours served, attendance % increase, and less about what AmeriCorps is, means, or how it's pronounced. Take the time to sharpen your resume using this tool and we're sure you'll be glad you did. Use this as a guide and template, but not verbatim!

Don't forget to register at [www.americorpsalums.org](http://www.americorpsalums.org) so you get email updates, benefits, discounts, new trainings, virtual fairs, jobs board postings and more. Thank you for your service and thank you for being an AmeriCorps Alum!

### For Site Directors, Grantees, Team Leaders and Supervisors:

Consider how you could incorporate this tool into an in-service session, mid-term review or other conversation about career development and transitions. *At the very least*, make sure to share this document with your members & staff as a tool to support their career development. Be sure to also encourage them to register at [www.americorpsalums.org](http://www.americorpsalums.org). Registration is free whether currently serving in AmeriCorps or an Alum. AmeriCorps Alums is the only national network for ALL AmeriCorps alumni and the sector's #1 partner in organizing and engaging alumni.

MORE: Webinars and tools can be found at [www.americorpsalums.org/professionaldevelop](http://www.americorpsalums.org/professionaldevelop)

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