

Resume Guide: Incorporating Academic Service-Learning Experiences

Set yourself apart by highlighting your experiences as an Academic Service-Learner. Employers and graduate schools are looking for well-rounded and experienced candidates. Adding these experiences to your resume is an excellent way to market yourself. Below are examples that may assist you in incorporating your Academic Service-Learning experiences into your resume.

Heading Examples:

Academic Leadership	Community Leadership	Related Experience
Service-Learning Experience(s)	Leadership Activities	Academic Service-Learning Project(s)
Professional Experience	Community Involvement	Community Engaged Learning

Formatting Experiences:

Criminal Justice Field Experience, St. Louis County Jail, Hermantown, MN, April 2013-May 2013

- Mentored offenders for G.E.D test preparation
- Aided offenders in probation officer contact
- Interacted with offenders and staff to gain understanding about the correctional system
- Accrued 40 hours of time in the correctional field

Advocate Volunteer, Center Against Sexual Domestic Abuse (CASDA), Duluth, MN, January 2013-May 2013

- Participated in outreach projects to educate the public about the rights of women
- Created and executed the “Speak Out Superior” event with a team of Academic Service-Learners
- Marketed and recruited 50 volunteers to work for the CASDA events

Psychological Observer, Denfeld High School, Duluth MN, September 2013-Present

- Observed preschool students for developmental milestones and behavioral traits

Highlighting Multiple Service-Learning Experiences:

Community Engaged Learning

September 2012-May 2013

Center for Academic Service Learning, University of Wisconsin-Superior

Superior, WI

Tutor, Upward Bound

- Tutored and mentored 10 students in the Superior High School
- Coached students with homework in the subject areas of English, History, and Spanish
- # of hours

Behavior Aide, Northern Lights Elementary School

- Reinforced the counselors’ instruction to the students in the behavior room
- Worked individually and in a group setting with students to improve behaviors
- # of hours

Take-aways:

In the description, always include:

- User groups or benefactors of your service
- Description of service and/or type of support
- # of hours
- Skills you gained/experience gained

Produced through collaboration between:

