

Résumé Guide: Incorporating Your Athletics Experience

Employers and graduate schools want to know how you learned, developed, and practiced the skills you gained as an athlete at UW-Superior. During the interview, on your résumé, or while networking, you will be able to impress the employer or graduate school with your athletic experience if you can properly put it into context.

Below are examples that may assist you in incorporating your athletics experience on your résumé.

Intercollegiate Athletics

Captain, Women's Basketball, University of Wisconsin-Superior **2016-present**

- Years played
- Accomplishments
- Time devoted to training per week
- Use action verbs in the correct tense to describe skills you have gained from participating in collegiate athletics
- Example: Elected by teammates and coaching staff as a two year captain
- Example: Committed 20-30 hours per week to weight training, skill work, practice, conditioning, film study, and meetings

Member, Student Athlete Advisory Committee, University of Wisconsin-Superior **2018-present**

- Met bi-weekly to address issues regarding student-athlete needs on campus
- Learned and executed the policies and procedures governed by the NCAA
- Collaborated with athletic department to complete volunteer events monthly
- Participated in 35 hours of community service from October-December
- Reported to the team about upcoming athletic department events and updates

Athlete/Participant, Men's Hockey, University of Wisconsin-Superior **2017-present**

- Years played
- Accomplishments
- Time devoted to training per week
- Use action verbs in the correct tense to describe skills you have gained from participating in collegiate athletics
- Example: Demonstrated leadership, teamwork, and time management skills that can be applied to a business career

How to describe your experience as a team member, captain, or leader

Provide the employer details about what you gained from Athletics and how you can apply it towards the position you are applying for. Make sure you are not using language about your sport or from athletics that the average person might not understand. Remember to begin your resume bullet descriptions with strong verbs such as these:

Accomplished	Completed	Established	Increased
Adapted	Deepened	Examined	Participated
Advanced	Designed	Executed	Planned
Applied	Developed	Expanded	Resolved
Balanced	Displayed	Gained	Trained

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Beyond the Resume: Incorporating Athletics into Job Interviewing

It may not be obvious how to incorporate into your interview what you've learned from your experience as a student athlete, but you give yourself an advantage over other candidates if you can do so where appropriate. Here are some suggestions:

- An interviewer asks about an area in which you don't have work, classroom, or volunteer experience, but you learned and practiced as an athlete.
Example: Interviewer asks about leading a team. Talk about the role you played on your team. You probably led, even if you weren't a Captain. What impact were you able to have as a leader, even if you were leading from the bottom or the middle? Articulating what you learned about leadership and from watching others lead while you were an athlete is important experience! Make sure you detail what you learned and specifically how it applies to the question being asked.
- An interviewer asks, "Is there anything else you'd like to tell us about yourself?" This is your opportunity to bring in your student-athlete experience if you haven't already, or to expand on it if you want to add more. You may wish to relate an athletic experience to a question previously asked or make connections between your experience and a tidbit related to the research you did on the company before the interview. Doing so makes you appear sharp, well-prepared, and engaged with the interview and the organization. It's 100% a professional move and shows great care and initiative on your part.
- It's likely you'll be asked a behavioral interview question, such as "Tell us about a time you made a mistake, or had a conflict in the workplace. What was it, and how did you resolve it?" To best answer these questions, use the S.T.A.R. approach. Begin with **setting the context** with the situation in which the skill was developed. Explain the **task** that needed to be accomplished and the **action** you took to accomplish this task. Finally present the **result** of the experience and how it can be used in the future.

Example: As a captain on my college soccer team, there were several athletes who voiced their opinions in regards to playing time. The conflict seemed to be on the rise, so I wanted to be sure it didn't impact our team performance. As a captain, our role is to be an extension of the coach on the field. Instead of going directly to the coaching staff, the three captains met with the team to go over the issue as a team. This allowed for all players to express any concerns or positive thoughts in a group setting. We also went over the team policy regarding playing time and how coaches give playing time based on effort, participation, skill level, etc. The meeting ended with the certain "concerned" players having a clear understanding of playing time from a team view. At the next coaches and captains meeting, we brought the topic (not the details) to the coaching staff's attention.