**Activity: Resume Exchange**

Audience: Mentors and Mentees

Phase of mentoring: Collaborating

Purpose: The purpose of this activity is to gain insights about your professional resume. A resume can be an extension of us because it displays our most proud accomplishments and recognizes our experiences. A resume should set you apart from others.

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| Directions: Follow these directions.   1. Polish your resume to ensure it’s up to date and reflects your accomplishments. If you don’t have a resume search the internet for samples and templates. 2. The mentor and mentee should email a copy of their resume to each other. 3. Schedule a one hour meeting at your earliest convenience. 4. Use the discussion questions below at your meeting, or develop your own.   DISCUSSION QUESTIONS   * Tell me about you career? * What is the impression you want to make on the resume? * What areas work well on the resume? * What areas can be upgraded or changed on the resume? * What do you think about your partner’s resume? * When can we meet again? |