

SACNAS-IUB Meeting Agenda
October 22, 2015

1. Announcements
 - a. **Wednesday, October 28**-Potluck/ Day of the Dead Celebration with La Casa
 - i. Potluck from 6-7:30 pm at FNECC
 1. Sign up for potluck through Google spreadsheet
 - ii. ~7:30pm-9:00 pumpkin decorating as part of La Casa's Day of the Dead Celebration
 - b. Latino family night on **Monday, November 9th from 5:30-7:30** at Bloomington High School North
 - c. Potential Science Outreach Society activity station at Fairview Elementary School on Tuesday, November 10th at 6:30 PM. We need a volunteer to run this activity.
2. Chalk Talk
 - a. Mairead –biology graduate student in Irene Newton's Lab
3. CV/Resume Peer Review
 - a. Tips from Jolene

RESUME & CURRICULUM VITAE (CV) GENERAL GUIDELINES

SACNAS-IUB 2015

- Keep a master copy with all your accumulated experiences and awards
- Tailor it for each application
- Use action verbs to describe your skills and experiences
- Do not exaggerate or pad with extra words
- Choose clean formatting and layout and use easily readable 10-12 point fonts
- Proofread. Proofread. Wait a couple days. Try printing it out to proofread again.
- Ask your peers and mentors to review it
- Keep it up-to-date

RESUME

- Basic parts:
 - Name & contact info
 - Education
 - Experiences and volunteering
 - Awards, skills, or other relevant sections
- Extremely tailored and skills focused
- Length 1-2 pages

Additional Resources:

<http://www.indiana.edu/~career/>

http://ascs.indiana.edu/help/library.html?job_and_graduate_school_preparation=Resumes

<http://resume.monster.com/>

CURRICULUM VITAE

- Basic sections:
 - Research - Labs, Publications, Presentations
 - Teaching
 - Awards/Funding
 - Other experiences
- For graduate students, should include most things from college forward
- Use a header or footer with name and page number past the first page
- Length is usually not limited, though on some applications it must be shortened

Additional resources:

Your faculty mentor

<http://www.ncbi.nlm.nih.gov/sciencv/>

Webb, Sarah A. "Tips for a Successful CV" Oct. 27, 2006. Science Careers.