Goal: To encourage students to and somewhat hold them accountable for) preparing professional development materials (resume, CV, cover letters) that they can use for job and internship applications

Method:

1. Provide enough information via BSA workshops or other materials so that the students have a good working understanding of the what’s and how’s of preparing these materials
2. Ask students to put in a few hours during school breaks (Winter and Summer) to prepare the necessary documents
3. Students should be teamed with 1-2 other students in a ‘buddy system’ to encourage their buddies to prepare materials, and to review and make suggestions on materials their buddy has prepared.

Advantages:

* I think there’s a lot of room for encouragement from peers
* Students will have the opportunity to give and get feedback from other peers. This should help them to understand the process better and also pick up tricks along the way
* Students often have time available over the breaks; this may be a good use of a smalls subset of that time.
* When a group of students collectively are involved in the same task (i.e. many students each putting together their resumes) then they may discuss that activity more and synthesize a lot of information on that topic.
* Students should/will directly benefit by having better professional materials together.
* Students may indirectly benefit by taking a “30,000 foot” view of what they’ve accomplished to this point. (ie forest for the trees)

Disadvantages

* It would take effort to organize materials to meet the Methods
  + I. BSA workshops need to be planned (and effective)
  + II. Students need to make a commitment to working on their materials
  + III. It would require effort to put together appropriate teams
    - One thing to consider: Perhaps we should team students by when they may be more available. For example, team two students if they are available in May but not August, or vice versa.