

Professional statement outline

To develop a professional statement that briefly explains who you are and what you are passionate about, follow the steps outlined.

Note: You will need a piece of paper or a blank word processing document to complete this activity

Step one

List two to three strengths that you currently have or are committed to developing (e.g., strong written and verbal communication, time management, programming, etc.).

Having an inventory of your strengths can help you create your professional statement. It may also encourage you to focus on skills you want to develop as you progress through the certificate program.

1. One strength that I'm currently developing is programming. As I continue to pursue my BS in Computer Science, I am developing my skills in programming, as well as the various languages to program in.
2. Another strength that I am developing is my verbal communication. I will be a captain of a division one baseball team, and last year was a tutor in computer science, chemistry and math. I also was a student group leader for freshman student-athletes.
3. A third strength that I'm developing is time-management. Soon I will be completing this certificate program while classes are in session. This means that I will have to find ways to balance my collegiate sport, school, and my own personal learning with the certificate programming.

Step two

List one to two values you have (e.g., protecting organizations, protecting people, adhering to laws, ensuring equitable access, etc.).

Establishing your values can help you and a prospective employer determine if your goals are aligned. Ensure that you are representing yourself accurately, and be honest about what motivates you.

1. One value that I strongly have is following laws. I always play things by rule. This is what's made me a great captain for my baseball team because I can follow rules and make well informed decisions regarding those rules.
2. Another value that I have is protecting people. I keep a small circle and would do anything for those that are close to me. I keep trust and integrity high on my list of things that I look for and things I pride myself in.

Step three

Ask yourself some **clarifying questions** to determine what to include in your professional statement:

1. What most interests me about the field of cybersecurity?
 - a. What interests me most about cybersecurity is what it is like to help and protect people without them knowing I'm doing it. I think about a quote that I read a while ago that essentially said "You can't live a perfect day without doing something for someone without them being able to pay you back." I think in the field of cybersecurity I'll continuously be able to help people without expecting anything in return.
2. Who is the audience for my professional statement (e.g., cybersecurity recruiters, specific organizations, government employers, etc.)?
 - a. As a soon to be college graduate, I want my audience to be as big as possible. Whether that's recruiters, organizations, or employers, the more people that see my statement, the bigger a win I would consider that.
3. In what ways can my strengths, values, and interest in cybersecurity support the security goals of various organizations?
 - a. I think my strengths and values align greatly with the industry of security. I value honesty and integrity. I follow rules and work well in a team. I also love programming, which is why I decided to take this program while I'm already a full-time student and full-time athlete.

Note: This is just a draft. You should continue to revise and refine your professional statement, throughout the program, until you feel that it's ready to share with potential employers.