

Group Resume

Creating a group resume can be a helpful activity for team members to become acquainted with each other or enhance the cohesion within a team. This activity can be particularly effective when the resume aligns with the topic of the meeting or the team's project.

MATERIALS

- Post specified resume information (listed below) on flip chart
- Flip chart paper
- Markers

INSTRUCTIONS

1. Inform team members that they possess a diverse range of skills and experiences.
2. One method of identifying the team's resources is by creating a team resume.
3. The team should be divided into sub-teams consisting of 3 to 6 members.
4. Each sub-team should be given flipchart paper and markers to create their resumes. The resumes should contain information that highlights the sub-team as a whole. They should include the following details:
 - Educational background
 - Information about the team project.
 - The cumulative years of professional experience.
 - List of past job titles and relevant skills.
 - Significant achievements
 - Publications
 - Professional organizations
 - Interests, skills, travel, and family
 - Others
5. Each sub-team is invited to present its resume to the entire team.
6. After all sub-teams have presented, recognize the collective resources of the entire team.

VARIATIONS

Instead of participants creating resumes, they can interview each other about specific categories that are provided.

DEBRIEF QUESTIONS TO ASK

- How can we utilize these resources, skills, and experience in our work?
- Are there any discernible skill gaps in the team? If so, how can we either cultivate this skill within the team or seek assistance from external sources?

TIPS FOR SUCCESS

- You may want consider suggesting a job, contract, or project that the team could potentially bid for.

Adapted from Silberman, Melvin L., and Karen Lawson. *101 Ways to Make Training Active*. Johannesburg: Pfeiffer, 1995. Print. (page 49)