

ADVOCACY RESUME EXERCISE

Welcome to Your Advocacy Resume Guide

Creating and formatting an advocacy resume is a crucial step in showcasing your skills and experiences developed through the A3 Advanced Advocacy Academy. This resume will highlight your expertise in communication, leadership, and advocacy, demonstrating your commitment to making a difference in the healthcare community.

Learning Outcomes

- Identify and emphasize relevant advocacy experiences and skills.
- Showcase your accomplishments, capabilities, and contributions.

Experiential Outcomes

- **Critical Thinking & Problem Solving:** Applying analytical skills to address advocacy challenges.
- **Communication:** Effectively conveying your advocacy message and engaging with various audiences.
- **Teamwork & Collaboration:** Working effectively with others to achieve common goals.
- **Leadership:** Leading initiatives and projects with confidence and vision.
- **Professionalism:** Maintaining a high standard of conduct and appearance.
- **Global Perspective:** Understanding and addressing advocacy issues from a broader viewpoint.
- **Technology & Management:** Utilizing modern tools and techniques to enhance advocacy efforts.
- **Advocacy Growth:** Demonstrating the skills and experiences that support your professional and advocacy development.

Formatting Tips

- Keep your resume to one page (except for specific cases like Federal or International Development).
- Maintain consistency in formatting, with margins between 0.5 and 1 inch.
- Use a font size between 11 and 12 points.
- Employ bullet points for clarity and readability.

By aligning your resume with these guidelines, you will effectively showcase your advocacy skills and experiences, positioning yourself for impactful opportunities in the healthcare field.

Advocacy Resume Template

[Your Name]

City, State · Phone Number · Email · LinkedIn Profile (if applicable) · [Personal Website] (if applicable)

Objective

Write a brief statement about your passion and goals as an advocate. Mention any specific areas of interest or types of roles you are seeking.

Example:

Dedicated advocate with a strong background in liver health and patient-centered care. Completed extensive training in advocacy skills and seeking to leverage expertise in communication, leadership, and policy to support impactful healthcare initiatives and improve patient outcomes.

Education

[Degree Earned]

[Institution Name], [City, State]
Month Year – Month Year

- **Relevant Coursework:** Include any classes related to healthcare, advocacy, or public policy.
 - **Certifications:** List certifications related to advocacy, healthcare, or relevant skills.
 - **Relevant Coursework:** Healthcare Policy, Public Health, Patient Advocacy
 - **Certifications:** Certified Patient Advocate (CPA)
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Experience

Advocate

Global Liver Institute – Advanced Advocacy Academy (A3)
Washington, D.C.
September 2024

- Completed a comprehensive, 4-day hybrid learning experience focusing on Liver Literacy, Media & Storytelling, Clinical Research and Development, Navigating Digital Health, and Understanding Policy.
- Participated in Hill Day, engaging with legislators and policymakers to advocate for liver health and patient rights.
- Contributed to discussions on crafting personalized advocacy stories and negotiating care, using skills gained to influence healthcare policy and practices.
- Collaborated with fellow advocates and mentors to develop actionable strategies and goals for advancing patient and caregiver advocacy.

Patient Advocate

Organization name
Anytown, USA
June 2020 – Present

Key Activities:

- Reflect on the specific activities or tasks you performed. Focus on what you did to advance your advocacy goals. Consider roles where you led or participated in workshops, events, or initiatives. Ask yourself, "What were the main activities or responsibilities in this role?"

Impact:

- Evaluate the outcomes of your activities. Think about how your actions influenced or benefited the target audience. Consider questions like, "How did my work affect the patients or community? What changes or improvements resulted from my efforts?"

Skills Applied:

- Identify the skills you utilized during these activities. Consider both soft skills (like communication or leadership) and hard skills (such as creating materials or using specific tools). Ask yourself, "What skills did I use to accomplish these tasks? How did these skills contribute to the success of my advocacy efforts?"
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Leadership Experience & Projects

Project and Role: Clearly state the title of the project and your specific role within it. Include the organization or initiative name, location, and the dates during which you were involved. Ask yourself, "What was the project or initiative, and what was my role in it?"

[Organization or Initiative Name]

[City, State]

Month Year – Month Year

Key Responsibilities:

- Outline the primary tasks and duties you were responsible for. Focus on the planning, execution, and any strategic elements you managed. Think about questions like, "What were my main responsibilities? What actions did I take to drive the project forward?"

Impact:

- Describe the tangible results or outcomes of your work. Reflect on how your efforts made a difference and what changes or improvements were achieved. Consider, "What was the outcome of my efforts? How did my work contribute to the project's success?"

Skills Applied:

- Highlight the specific skills you used in your role. Include both the skills that were critical to your leadership and any technical or strategic skills you employed. Ask yourself, "What skills did I use to complete my responsibilities? How did these skills contribute to the success of the project?"

Example:

Panelist & Speaker: Mention the name of the event or conference where you participated. Include the location and the dates of the event. Reflect on, "What was the name of the event or conference? Where and when did it take place?"

[Event or Conference Name]

[City, State]
Month Year – Month Year

Key Responsibilities:

- Detail the primary tasks you performed during the event, such as delivering presentations or participating in panel discussions. Think about questions like, "What specific roles did I play? What were my main responsibilities during the event?"

Impact:

- Describe the outcomes or effects of your participation. Highlight how your contributions were received and what value you provided to the audience. Consider, "What was the impact of my presentations and participation? How did my involvement benefit the attendees or the event?"

Skills Applied:

- Identify the key skills you utilized in your role as a panelist and speaker. This might include public speaking, policy analysis, or strategy development. Ask yourself, "What skills were crucial for my role? How did these skills enhance my performance and contribution?"
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Skills

List skills that are relevant to advocacy and healthcare. Be specific about your proficiency level.

Skill Category:

- Identify the specific skill categories relevant to advocacy and healthcare. Categories may include Communication, Leadership, Policy & Research, Technical Skills, and Languages. Think about, "What skill categories are important for my advocacy role?"

Skill Description:

- Provide a brief description of your proficiency in each skill category. Be specific about your experience and expertise level. Reflect on questions such as, "What specific abilities do I have in this skill area? How would I describe my proficiency?"

Examples or Applications:

- Include specific examples of how you have applied these skills in practical scenarios. This could involve describing successful projects, presentations, or tools you have used. Ask yourself, "How have I demonstrated this skill in real-world situations? What are some concrete examples?"

Proficiency Level:

- Indicate your proficiency level in each skill area, whether it's beginner, intermediate, advanced, or expert. Consider, "How would I rate my level of expertise in this skill? What level of proficiency do I bring to the table?"

Example:

- Example: **Leadership:**
 - *Proven ability to lead and manage advocacy projects and community initiatives.*
 - *Demonstrated experience in coordinating diverse teams and driving impactful outcomes*
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Professional Development

- **Advocacy Training:** Completed training in public speaking, policy analysis, and advocacy campaign planning.
 - **Certifications:** [List relevant certifications, if any.]
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Additional Information

Training & Workshops:

- Detail any specialized training or workshops you have completed. Include the focus of the training, such as public speaking, policy analysis, or advocacy campaign planning. Reflect on, "What specific training or workshops have I attended? What were the main areas of focus?"

Certifications:

- List any relevant certifications you hold. Include the name of the certification, the issuing organization, and the date of completion if applicable. Think about, "What certifications do I have that are relevant to advocacy? When did I earn them?"

Skills and Knowledge Gained:

- Briefly describe the skills or knowledge gained from each training or certification. Consider, "How have these professional development activities contributed to my skills and expertise in advocacy?"
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References

Available upon request.