

Resume Tips for Gwynedd Student Athletes

- Career Development for our Female Student Athletes
- Gwynedd Student Athlete Skills and Abilities List
- Tips and Examples of a proper Resume for our Gwynedd Student Athletes
- Sample of Gwynedd Student Athlete Resume



CAREER DEVELOPMENT

Throughout your time at Gwynedd Mercy Academy High School, Athletics have been a significant part of your experience. Whether you realize it or not, the skills you have developed both on and off the playing field and/or court, will bring you great success in your future endeavors. When applying to college or for a job, non technical skills also known as interpersonal skills, are highly valued. Being an athlete at Gwynedd has allowed you time to develop a voice and learn communication and leadership skills, so it is important to consider how you might discuss those areas during the college and career development process.

Tips for our Female Student Athletes:

- Meet with your College Counselor to discuss your future plans
- Schedule a meeting with your Coach(es) to get tips and advice on life after High School as a College Student Athlete
- Attend different seminars and workshops offered at Gwynedd

Gwynedd Student Athlete Transferrable Skills and Abilities List

Make sure you consider using these skills on your resume, in cover letters, and while interviewing!

- **Communication:** Communicating with your coaches and teammates is very important in order to form connection, solve problems that arise, promote positivity and respect, and deliver positive feedback and constructive criticism. These skills will be key in learning how to interact as a college student-athlete and in the working world.
- **Teamwork Ability:** Teamwork is the “collaborative effort of a group to achieve a common goal or to complete a task in the most effective and efficient way.” Student-athletes understand the value of teamwork, and rely on each other for encouragement and motivation.
- **Time Management:** Being a student-athlete requires you to be able to balance both athletics and schoolwork in a very organized and efficient way. You have to have the ability to get ahead of the game, and work on a tight



schedule. Having time management is very desirable because it shows that you are motivated and have self discipline.

- **Decision making:** Athletes make quick, spontaneous decisions during games that require them to be cool under pressure. Proper decision making is crucial because it could determine the outcome of a game, scenario, or situation.
- **Setting and achieving goals:** Athletes are required to set both individual and team goals as a means to monitor their success. When goals are set, they are more likely to be achieved. Goal setting positively increases performance rate in sports and in life itself.
- **Self-discipline and motivation:** As a student-athlete, you are required to stick to a strict schedule. This includes attending each practice on time, and being prepared to perform your best on game day. As a student-athlete, you must make good choices and stay committed to your team. This is an admirable skill to include when applying to college or for a job, because it shows that you had the ability to overcome any temptations or laziness that came your way.
- **Overcoming Adversity:** As an athlete, you have to understand that unfortunately, there will be times where you lose games. Losing often goes hand in hand with competing, no matter how hard you fought to win. Overcoming adversity and coming back stronger the next game, shows that you have developed the necessary skills to deal with the frustration and let down of losing. You must know that things won't always go your way, so that you can remain positive and motivated in order to win the next game and keep your teammates in a good headspace.
- **Coachable and willing to learn and take criticism:** Being coachable and having a willingness to learn and take criticism from coaches shows that you respect authority and want to learn from them in order to better yourself. Someone who is coachable and can take criticism, shows that they are a selfless player and human being because they acknowledge that they are not perfect and that there is always room for them to grow.



The Resume for Gwynedd Student Athletes

Emphasize the skills you developed as a student-athlete at Gwynedd!

Think of other transferable skills that you could use on your resume like...

- **Strong work ethic**
- **Ability to Handle Pressure**
- **Leadership**
- **Confidence**
- **Resiliency**
- **Committment**
- **Optomism**
- **Reliable**
- **Accountabliity**
- **Mental toughness**

It is important to provide strong action words when describing your accomplishments and skills like...

- **Established**
- **Inspired**
- **Earned**
- **Solved**
- **Exhbibited**
- **Adapted**
- **Performed**
- **Transformed**
- **Led**
- **Created**

Example #1: "Voted most committed teammate as a senior basketball player."

Example #2: "Inspired others to develop a strong work-ethic and love for the game."

As an Athlete at Gwynedd, remember to include:

- A list of relevant coursework in the Education section
- Any experience in the particular major you are applying for



- Any coaching or training done spotlighting your communication, motivational, and organizational skills
- Responsibility and leadership skills as a captain or co-captain if this applies to you
- Include any athletic awards (All-Conference, Player of The Year, etc.)



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EDUCATION

GWYNEDD MERCY ACADEMY HIGH SCHOOL

Gwynedd Valley, PA

High School Diploma

Expected June 2021

Honors: Honor Role '18, '19

Relevant Coursework: (list any related courses to the school major/job to which you are applying)

INTERNSHIP EXPERIENCE

GWYNEDD MERCY ACADEMY HIGH SCHOOL

Gwynedd Valley, PA

Athletic Department Intern

October 2020- June 2021

- Worked as a student intern in the Athletic Department helping with a variety of tasks including social media, interviews, scheduling, etc.

LEADERSHIP

Gwynedd Mercy Academy High School Basketball Team

Gwynedd Valley, PA

Athlete

November 2017-Present

- Committed approximately 15 hours per week to practicing, studying plays, watching film, travel and playing in games while successfully maintaining a full course load of work for school and staying on top of my grades. Was able to master skills such as leadership, self-discipline, and motivation to meet personal and team goals.

Captain

November 19-Present

- I have been the captain of my basketball team for the past two years. I have developed a strong leadership role and instilled positivity, confidence, and hard work in my teammates.

Accolades

- All-Conference, Player Of The Year February 2018/2019

WORK EXPERIENCE

Avalon Coffee Co

Avalon, NJ

Barista

June 2018-August 2020

- Work four days a week, 20 hours per week each summer
- Provide friendly, efficient, and courteous service making coffee for all customers

SKILLS & Interests

Language: Spanish

Application: Microsoft Excel, Word, PowerPoint

Interests: Sports, exercise, art, mindfulness, traveling, cooking

