Marketing Your International Experience

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An Extensive List of Skills and Attributes That One May Gain Through International Experiences

Skills and Attributes

- Establish rapport quickly
- Function with a high level of ambiguity
- Can set goals and achieve them despite obstacles
- Take initiative and risks
- Time management skills
- Accept responsibility/act responsibly
- Communicate despite barriers
- Foreign language skills/proficiency
- Communication Skills (written and oral)
- Sensitivity to non-verbal communication
- Conduct research despite language and cultural differences
- Handle difficult situations
- Learn quickly
- Handle stress
- Demonstrate flexibility
- Cope with rejection
- Adapt to new environments
- Learn through listening and observing
- Understand a different culture (includes an organization’s culture)
- Understanding of global interdependence
- Lead others in formal and/or informal groups
- Ability to identify career objectives
- Influencing others/Persuasion Skills
- Setting priorities
- Work ethic
- Self motivation
- Perseverance
- Maturity (composure)
- Attitude
- Integrity
- Commitment to Excellence
- Team Work
- Organizational Skills
- Adapting to new situations
- Putting theory (classroom) into practice
- Rational reasons for making decisions
- Technical Skills
- Identify problems & utilize available (even limited) resources to solve the problems (usually quickly)

Qualities

- Flexibility
- Self-reliance
- Appreciation of diversity
- Tolerance/Open-mindedness/Cultural Sensitivity/Awareness
- Inquisitiveness
- Self-confidence
- Self-knowledge
- Independence
- Perseverance
- Assertiveness
- Can handle situations diplomatically
- International perspective
- Country specific knowledge/skills

Master list compiled from multiple resources
SKILLS SURVEY - The following list should be helpful in making you more aware of ways you may have changed as a result of international experience. Please rate your skill level before and after studying abroad (1 = lowest and 10 = highest)

ANALYSIS & PROBLEM SOLVING
- Capacity to ask for and receive help from others
  Before - 1 2 3 4 5 6 7 8 9 10
  After - 1 2 3 4 5 6 7 8 9 10
- Willingness to confront problems and look for alternative solutions
  Before - 1 2 3 4 5 6 7 8 9 10
  After - 1 2 3 4 5 6 7 8 9 10
- Ability to listen and observe carefully
  Before - 1 2 3 4 5 6 7 8 9 10
  After - 1 2 3 4 5 6 7 8 9 10
- Ability to think critically
  Before - 1 2 3 4 5 6 7 8 9 10
  After - 1 2 3 4 5 6 7 8 9 10

INTEGRATIVE & ADAPTIVE SKILLS
- Experience and capability in balancing two or more cultures
  Before - 1 2 3 4 5 6 7 8 9 10
  After - 1 2 3 4 5 6 7 8 9 10
- Awareness of values and lifestyles in the United States
  Before - 1 2 3 4 5 6 7 8 9 10
  After - 1 2 3 4 5 6 7 8 9 10
- Ability to interact with and relate to many different people
  Before - 1 2 3 4 5 6 7 8 9 10
  After - 1 2 3 4 5 6 7 8 9 10
- Aptitude to perceive things from another person's point of view
  Before - 1 2 3 4 5 6 7 8 9 10
  After - 1 2 3 4 5 6 7 8 9 10

COMMUNICATION/LANGUAGE SKILLS (in foreign language, if applicable)
- Oral proficiency
  Before - 1 2 3 4 5 6 7 8 9 10
  After - 1 2 3 4 5 6 7 8 9 10
- Written expression
  Before - 1 2 3 4 5 6 7 8 9 10
  After - 1 2 3 4 5 6 7 8 9 10
- Listening and comprehension skills
  Before - 1 2 3 4 5 6 7 8 9 10
  After - 1 2 3 4 5 6 7 8 9 10
OPENNESS
- Ability to compromise and be flexible
  Before - 1 2 3 4 5 6 7 8 9 10
  After - 1 2 3 4 5 6 7 8 9 10
- Tolerance for differences
  Before - 1 2 3 4 5 6 7 8 9 10
  After - 1 2 3 4 5 6 7 8 9 10
- Openness to new experiences and activities
  Before - 1 2 3 4 5 6 7 8 9 10
  After - 1 2 3 4 5 6 7 8 9 10
- Awareness and respect for beliefs of others
  Before - 1 2 3 4 5 6 7 8 9 10
  After - 1 2 3 4 5 6 7 8 9 10

RESILIENCE
- Patience and adaptability
  Before - 1 2 3 4 5 6 7 8 9 10
  After - 1 2 3 4 5 6 7 8 9 10
- Ability to keep a sense of humor in stressful situations
  Before - 1 2 3 4 5 6 7 8 9 10
  After - 1 2 3 4 5 6 7 8 9 10
- Capacity to deal with failure
  Before - 1 2 3 4 5 6 7 8 9 10
  After - 1 2 3 4 5 6 7 8 9 10
- Strength in handling unpredictable and unfamiliar situations
  Before - 1 2 3 4 5 6 7 8 9 10
  After - 1 2 3 4 5 6 7 8 9 10

CONFIDENCE
- Ease in establishing relationships with people from a different culture
  Before - 1 2 3 4 5 6 7 8 9 10
  After - 1 2 3 4 5 6 7 8 9 10
- Willingness to take risks
  Before - 1 2 3 4 5 6 7 8 9 10
  After - 1 2 3 4 5 6 7 8 9 10
- Awareness of personal strengths and weaknesses
  Before - 1 2 3 4 5 6 7 8 9 10
  After - 1 2 3 4 5 6 7 8 9 10
- Self-sufficiency
  Before - 1 2 3 4 5 6 7 8 9 10
  After - 1 2 3 4 5 6 7 8 9 10
EXAMPLE INTERNATIONAL RESUME SECTIONS

EXPERIENCE WITH SPANISH-SPEAKING POPULATIONS AND CULTURE

**Spanish language skills:** Bi-lingual - Advanced conversational proficiency acquired through both classroom and experiential learning

**Costa Rica:** (Elon University in Costa Rica) Fall 2007
Semester-long academic experience which included home-stay with non-English speaking family

**Peru:** *The Living Heritage of the Andes* January 2007
Winter term study abroad focusing on language, history, culture and environment of Peru

**Dominican Republic:** *Habitat for Humanity* Spring 2007
Spring break service trip; assisted in the construction of new homes for impoverished families

**Mexico:** *Border Links* Spring 2006
Spring break service trip; provided exposure to the daily hardships and difficulties of families residing within close proximity of the US-Mexico border

**Hillcrest Elementary School,** Burlington, NC Fall 2006 - Spring 2007
Volunteered with fellow Elon students to provide Spanish language instruction to elementary school students following cancelation of school's foreign language program

STUDIES ABROAD

An exploration of religion and culture in London and Wales

*European Union: The State of Europe* January 2006
A study of the EU member states and transition from communism to EU membership; included travel to and study of Scotland, England, Belgium, Lithuania and Hungary

INTERNATIONAL SERVICE EXPERIENCE

**Cambiando Vidas Intern,** *Dominican Republic* Summer 2009
- Taught English to 70 students ranging in age from 8 to 40
- Designed and planned a preschool program for local community
- Led groups of volunteers in construction of affordable houses

**Habitat for Humanity,** *Dominican Republic* Spring 2008
Alternative Spring Break Trip
- Worked effectively and productively alongside non-English-speaking workers in construction of new homes
- Lived as a guest of a local community member; served as interpreter between residents and visiting students

**Dental Clinic Interpreter/Coordinator • Burlington, North Carolina** Fall 2007
- Initiated contact with local dentist to serve as interpreter during free dental clinic for Latino population
- Recruited 20 additional volunteers; created schedule, coordinated transportation for volunteers and oversaw operations
INTERNATIONAL EXPERIENCE

Study Abroad:

- **Spain: Lessons from the Past**: A study of Islam, Judaism, and Christianity in the Andalucía region of Spain  
  January 2008

- **Belize: Field Biology**: An upper-level study of rainforest and coral reef ecosystems in Belize, Central America  
  January 2009

Service Abroad:

- **Haiti**: Volunteer Mission Trip, Les Cayes, Haiti  
  March 2003
  - Participated in construction of new church for local villagers
  - Helped lead worship services in rural villages
  - Provided health services, food and clothing to villagers
  - Assisted in child care and children activities

Additional international travel:

- Zimbabwe, Zambia, South Africa, Jamaica, Panama, India, Great Britain, Switzerland, Italy, France, Germany

INTERCULTURAL EXPERIENCE

Study Abroad

- Costa Rica: *Language, Culture and Ecotourism*  
  Winter 2008

Undergraduate Research

- Columbia, South America  
  Summer 2007
  Conducted a faculty-supervised study on drug trafficking, urban socio-cultural issues and dairy farming in the Andes Mountains

Service Abroad

- Tamil Nadu, India: *Shoes for Hope*  
  Summer 2006
  Provided relief assistance and self-sufficiency training to leper colonies with a non-profit organization as a mission volunteer

Additional International Travel: Brazil, Jamaica, Bolivia, Mexico, Peru

Language Skills: Advanced conversational Spanish

GLOBAL EXPERIENCE

Universidad Europea de Madrid, Madrid, Spain  
Courses: Dirección de Marketing, Economía de la Empresa, Dirección de Producción, Cultura Hispanica  
Fall 2009

Elon University, London, England  
January 2009
Studied the immigrant communities of East London through photography, oral histories and journals

IFRE Volunteers Abroad Program, Accra, Ghana  
July 2008
Taught English to elementary school students and participated in a one-week Language & Culture Program

Languages: Native German, Proficient in Spanish

Independent Travel: Germany, Italy, Spain, Portugal, France, England, Denmark, Switzerland, Austria, Mexico, Australia, Ghana
Jessica Bridges
jbridges@elcn.edu

Current Address:
8659 Campus Box
Elon University
Elon, NC 27244

Permanent Address:
17 Harrison St.
Asheville, NC 28801

Home #: (828) 423-5404

EDUCATION
Bachelor of Arts; Elon University, Elon, NC
May 2008
Major: International Studies
Minors: Political Science, Asian Studies, and French
Cumulative GPA: 3.345

La Sorbonne Université,
Paris, France
January - May 2007

Elon University Winter Term Course
Various Provinces, China
January 2005

SKILLS
• Microsoft programs (Word, Excel, PowerPoint, Photoshop)
• Language Proficiencies: French, Hebrew, Japanese, Mandarin Chinese, Spanish

WORK EXPERIENCE
Circulation Resource Center, Elon University
Fall 2006 – Present
Student Worker
• Managed circulation desk, shelf materials
Office of the Provost - Elon University
Summer 2007
Student Worker
• Researched data for new academic policies
• Performed administrative tasks as directed

American Council of Young Political Leaders, Washington, DC
Summer 2007
Intern
• Assisted in arranging programs for international exchange
• Researched and prepared briefings for Members of Congress
• Performed administrative tasks

EXPERIENCE
Back to Back Missions, Monterrey, MX
Spring 2005
• Volunteered at Casa Linda Orphanage
• Member of a team which cleared land and aided with the construction of a new playground for the orphanage
• Assisted with meal preparation and cleaning
• Organized games and activities for children

Head Start, Burlington, NC
Classroom Assistant
Spring 2005
• Assisted with difficult tasks
• Provided one-on-one tutoring for a fifth grade student

SOUTH GRAHAM ELEMENTARY SCHOOL, GRAHAM, NC
• Met twice a week during the semester
• Provided one-on-one tutoring for a fifth grade student

ACTIVITIES
• President: International Studies Society
• Model UN
• Interclub Relations Club
• International Honor Society Program
• Provided services during a Campaign Rally for President Bush

INTERNATIONAL EXPERIENCE
La Sorbonne Université, Paris, France
January – May 2007
Semester-long study abroad program in which all classes were taught in French

China: The Flying Dragon—Winter term Study Abroad
January 2006
An overview of the path for China's modernization through a study of geography, history, language, and arts

Back to Back Missions, Monterrey, Mexico
Spring 2006
Alternative Spring Break trip
• Volunteered at Casa Linda Orphanage
• Assisted with daily meal preparation and cleaning; organized games and activities for children

ADDITIONAL EXPERIENCE
Haiti, Spain, Germany, Italy, England, Scotland, Canada
Language Proficiencies: Advanced: French, Hebrew
Basic: Japanese, Mandarin Chinese, Spanish

President, International Relations Club
Isabella Samsen International Studies Pavilion Learning Community, Resident

INTERNSHIP EXPERIENCE
American Council of Young Political Leaders, Washington, DC
Summer 2007
• Assisted in arranging programs for international exchange
• Researched and prepared briefings for members of Congress
• Performed administrative tasks as needed

WORK EXPERIENCE
Circulation Resource Center, Elon University
Fall 2006 – Present
Student Worker
• Managed circulation desk, shelf materials
Office of the Provost, Elon University
Summer 2007
Student Worker
• Researched data for new academic policies
• Performed administrative tasks as directed

Head Start, Burlington, NC
Classroom Assistant
Spring 2005
• Provided responsible supervision for children in a 3-year-old kindergarten
• Assisted classroom teachers with group activities

South Graham Elementary, Graham, NC
• Provided one-on-one tutoring for a fifth grade student

ACTIVITIES
Model United Nations
Isabella Samsen Emerging Leaders Program
Unplanned VPs during a Campaign Rally for President Bush

TECHNOLOGY
Microsoft Word, Excel, PowerPoint, Adobe Photoshop

SAMPLE RESUME #1 (BEFORE-AFTER)
SARAH KALMBECK
71 Webster Grove Rd. • St. Louis MO 63144 • skalsb@sldec.edu • 314.246.7532

OBJECTIVE

A position with a service agency or non-profit organization serving a Latino population

EDUCATION
Bachelor of Arts, Elon University, Elon, NC
Major: Psychology
Minor: Spanish, International Studies, Religious Studies
GPA: 3.795
Study Abroad - Costa Rica: Elon University in Costa Rica
Fall 2007
Winter 2007

HONORS
Phi Kappa Phi - Academic Honor Society
Psi Chi - Psychology Honor Society
Phi Eta Sigma - Freshman Honor Society
President's List - 2 semesters, Dean's List - 3 semesters

LEADERSHIP EXPERIENCE
President, Elon University Baptist Student Union
Fall 2006 - Spring 2007

Elung 101 Teaching Assistant, Elon University
Fall 2007

Orientation Leader, Elon University
Fall 2007

WORK EXPERIENCE
Store Manager, Diamond Bakery, Newton, MA
Summer 2006 - 2007

Excell Gymnastics & Climbing, Needham, MA
Fall 2003 - Summer 2005

Rock Climbing Instructor & Birthday Party Facilitator
Fall 2006 - Spring 2007

COMMUNITY INVOLVEMENT
Hillcrest Elementary School, Burlington, NC
Fall 2006 - Spring 2007

Volunteered with fellow Elon students to provide Spanish language instruction to elementary school students

ACTIVITIES
Habitat for Humanity Spring Break Service Trip-Dominican Republic
Spring 2007

Alpha Phi Omega - Community Service Fraternity
Eln University Women's Rugby
Isabella Cannon Leadership Program
Service Learning Community

SKILLS
Advanced Spanish speaking skills
Microsoft Word, PowerPoint, Excel

SARAH KALMBECK
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OBJECTIVE

A position with a service agency or non-profit organization serving a Latino population

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Bachelor of Arts, Elon University, Elon, NC
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GPA: 3.795

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Psi Chi - Psychology Honor Society
Phi Eta Sigma - Freshman Honor Society
President's List - 2 semesters, Dean's List - 3 semesters

EXPERIENCE WITH SPANISH-SPEAKING POPULATIONS AND CULTURE
Spanish language skills: Bilingual - Advanced conversational proficiency acquired through both classroom and experiential learning
Costa Rica (Elon University in Costa Rica)
Fall 2007

Semester-long academic experience which included home-stay with non-English speaking family

Peru: The Living Heritage of the Andes
Winter term study abroad focusing on language, history, culture and environment of Peru
January 2007

Dominican Republic: Habitat for Humanity
Spring 2007

Spring break service trip, assisted in the construction of new homes for impoverished families

Mexico: Border Links
Spring 2006

Spring break service trip, provided exposure to the daily hardships and difficulties of families residing within close proximity of the US-Mexico border

Hillcrest Elementary School, Burlington, NC
Fall 2006 - Spring 2007

Volunteered with fellow Elon students to provide Spanish language instruction to elementary school students following cancellation of school's foreign language program

LEADERSHIP EXPERIENCE
President, Elon University Baptist Student Union
Fall 2006 - Spring 2007

Attended monthly leadership seminars on behalf of organization in order to improve leadership skills through education and application

Elnou 101 Teaching Assistant, Elon University
Fall 2007

Provided backup and support for professor in class designed to introduce freshmen to university life, worked independently with students as well

Orientation Leader, Elon University
Fall 2007

Planned/facilitated activities to promote group bonding and team building and to assist freshmen in acclimation to new environment

HORRORABLES

Diamond Bakery, Webster Groves, Mo
Fall 2003 - Summer 2005

Server

Excell Gymnastics & Climbing, Needham, MA
Fall 2006 - Spring 2007

Rock Climbing Instructor & Birthday Party Facilitator

CAMPUS ACTIVITIES
Alpha Phi Omega - Community Service Fraternity
Eln University Women's Rugby
Isabella Cannon Leadership Program
Service Learning Community

ADDITIONAL EXPERIENCE

Diamond Bakery, Newton, MA
Summer 2006 - 2007

WORK EXPERIENCE
Store Manager, Diamond Bakery, Newton, MA
Summer 2006 - 2007

Excell Gymnastics & Climbing, Needham, MA
Fall 2003 - Summer 2005

Rock Climbing Instructor & Birthday Party Facilitator

CAMPUS ACTIVITIES
Alpha Phi Omega - Community Service Fraternity
Eln University Women's Rugby
Isabella Cannon Leadership Program
Service Learning Community

SKILLS
Advanced Spanish speaking skills
Microsoft Word, PowerPoint, Excel

SAMPLE RESUME #2 (BEFORE-AFTER)
SAMPLE INTERVIEW QUESTIONS AND RESPONSES

- In what ways have your college experiences prepared you for a career?
  
  Studying abroad for a semester taught me how to keep an open mind and effectively communicate with people, even through language barriers. This makes it easy for me to collaborate with others in an office setting, even if their views do not correspond with mine. Moreover, since my studying abroad experience often made me solve problems on my own despite ambiguity, I gained a great amount of independence and flexibility—which will aid me in almost any career.

- How has your education prepared you for your career/this position?
  
  My education has focused not only learning the fundamentals, but also on the practical application of the information I learned from those classes. For example, in my International Relations class, we had a Middle Eastern Crisis Simulation, in which I researched and represented Afghanistan along with other students. The practical application of my knowledge concerning the Middle East taught me so much more than I could have learned from just reading.

  Moreover, studying abroad taught me how to use my analytical and communication skills that I gained from my classes to solve problems despite ambiguity and be flexible and independent. Because I am adaptable to new environments, have good communication skills, and use my analytical ability on an everyday basis, I think my education has highly prepared me for a career in the X field.

Other Example Interview Questions in which you can incorporate your study abroad/international experiences

- What are your strengths/weaknesses?
- Provide an example of your ability to work independently.
- Tell me about a time when you have managed a task while under pressure.
- What have you accomplished during your academic career that you are most proud of?
- Tell me about a time you have had to use your problem solving skills.
- Tell me about the last time you took a risk. What was it and looking back, was it the right decision?
- Tell me about a work situation you had that required excellent communication skills.
- What is a challenge that you recently encountered, and how did you deal with it?
- What two or three accomplishments have given you the most satisfaction? Why?
- How do you think a friend or professor who knows you well would describe you?
- If you could do so, how would you plan your academic studies differently?
- Why should we hire you?
- Tell me about a time when you helped resolve a dispute between others

RESOURCES

There are two handouts of resources that can be found on the Isabella Cannon International Centre website that may be of use if you are planning on living, working, teaching, or volunteering abroad. Visit www.elon.edu/studyabroad and click on the “After You Return from Abroad” section to find the two handouts: Resources for International Education Careers and Resources for Internationally Focused Careers, Internships, and Volunteering.

The Career Centre website (www.elon.edu/careers) also has various resources for looking for international opportunities. Going Global (a resource that can assist you in finding internships and jobs both in the US and abroad) may be of particular interest.

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