



## Valuing Your International, Global and Diverse Experiences

A survey of 352 human resources personnel ranked studying abroad in a non-English speaking country as third on the list of qualities that make new college graduates attractive to employers.

\*Study from researchers at Penn State University, Notre Dame, University of Kentucky, and Pacific Lutheran, *The Daily Collegian On-Line* March 8, 2007.

### Qualities and Transferable Skills Developed

Use the appropriate qualities and traits to demonstrate your transferable skills and experience on resumes, cover letters and in interviews

- *Inclusive excellence* – The active, intentional and ongoing engagement with diversity.
- *Commitment to valuing difference* – Seeking out and appreciating all types of differences.
- *Confidence* – The ability to navigate successfully in a new or different environment and engage with others different than oneself.
- *Knowledge of other cultures* – Utilizing cultural knowledge to gain better communication and rapport with people of diverse backgrounds.
- *Communication skills* – Adapting one's communication style to a diverse environment or with a diverse person or group. Developing a foreign language.
- *Global citizenship* – Recognizing and appreciating the interconnectedness of a global society.
- *Flexibility (dealing with ambiguity)* - Being adaptable in a new situation or environment.
- *Self-reliance* – The ability to interact and maintain on one's own in a new situation or environment.
- *Worldly* – Having a sophisticated knowledge of other cultures, diverse people and places.
- *Tolerance* – An open minded acceptance of people and other cultures that are different than oneself.
- *Resourcefulness* – Being able to creatively succeed in a new situation by utilizing available resources and adapting.
- *Teamwork* – Working well in a team of people of a diverse background or culture demonstrating respect and appreciation for the differences and strengths each member brings to the group.
- *Empathetic* – The ability to see situations from another person's perspective that may be different from oneself.

### **Sample Uses of Transferable Global Skills:**

The samples below demonstrate how one might use their international, global and diverse experiences on a resume, cover letter and in answers to interview questions.

#### **Sample Ideas for Resumes:**

Use in a **Summary of Qualifications**

- *Resourceful and flexible having successfully traveled to four European countries over a three month period of time.*
- *Excellent language skills developed through use of the French and German languages in coursework, traveling, and an internship in France.*
- *Strong ability to communicate with people from many diverse cultural backgrounds.*

Use in an **Experience** section:

#### **Global Experience**

<i>Student</i> , University of Amsterdam, Amsterdam, Netherlands	Summer 2007
<i>Waiter</i> , Marcelle Café, Paris, France	Summer/fall 2007
<i>Global Traveler</i> : France, Netherlands, Germany, Switzerland & Spain	Summers 2005-2007

- Well developed communication skills from working and extensive traveling in Europe
- Strong ability to adapt and be flexible from attending school, work and travel in Europe
- Strengths in building rapport with people of many cultures and backgrounds
- Successfully worked in multi-cultural teams

#### **Sample Section of a Cover Letter:**

*Position: ESL Specialist in Adams County School District*

Dear Ms. Garvey:

I have had a long-standing interest in international experiences and other cultures. As part of a service learning trip to Nicaragua, I had my first immersion into a different culture from my own. I learned how challenging the language process is for non-native speakers. To that end, I looked in my own backyard to contribute to an ESL program such as yours.

My experience abroad required me to be flexible and patient. For example, in areas such as reading signs, adapting to ways of communicating and conducting business were very different from what I have always known. This experience encouraged me to value differences among people. The experience also showed me how much we as global citizens have in common. It is my desire to bring my skills and background to this county to enhance the student experience...

#### **Sample Answers to Interview Questions:**

*"Tell me about yourself"*

"In addition to my work experience in retail, I built strong multi-cultural communication skills when I went to Spain to study abroad last summer. While in Spain at the university I frequently interacted with the other students who were from all over the world. In my Spanish History course I partnered with two European students on a successful research paper. It was not only fun but very educational to learn from fellow students about their cultures. From this experience, I now feel I have a greater appreciation for diversity and the value it brings to a group."

*"What are your strengths?"*

"One of my strengths is that I am very resourceful. From my experience traveling to four European countries on my own last summer I learned to communicate with a variety of diverse people. Additionally, because I was traveling on a limited budget, I learned where to find bargains in food, sleeping facilities and seeing many of the sights..."