

II. Section Headings: Categorizing and Customizing Experiences

Nursing

1. Take a look at your resume and think about why you grouped your experiences together.
2. Are your section headings reflective of the messages you want to convey?
3. Use the suggestions below to decide whether or not you want to reorganize your experiences with new customized headings.

Traditional Section Headings	Customized Section Headings Samples	Section Headings You Plan to Use
▪ Education	• NP/CNS Clinical Residencies/Rotations	
▪ Research	• RN Experience (can include sub headings to demonstrate range of experience)	
• Work Experience	• Issue or Population Focused Experience (e.g. Women’s Health, Pediatrics etc)	
• Volunteer Experience	• Global Health RN Experience	
▪ Activities	• Clinical Projects	
▪ Teaching	• Community Clinic Outreach	
▪ Leadership	• Teaching & Mentorship	
▪ Awards	• Mentorship & Community Service	
▪ Interests	• Communication & Teamwork Experience	
▪ Professional Associations	• Advocacy and Outreach	
• Affiliations	• Clinical Research	
▪ Licensure/Certifications	• Public Health & Education Advocacy	
▪ Presentations	• Underserved Community Outreach	
▪ Publications	• University Service & Leadership	

- Chris is a Nursing student.
- He speaks Spanish & Vietnamese.
- He has over 5 years of clinical outreach experience working with underserved populations.



I want an employer to know that I’m committed to working with urban underserved populations using my language skills.