

Preparing Yourself for an International Experience

UW EXTENSION INTERNATIONAL OPPORTUNITIES WORKSHOP

WOODSIDE RANCH MAUSTON, WI MARCH 19TH 2013

Build your resume...

The employer or client for many positions may request qualifications you in terms of your past international development assignments/projects, your skill sets, education, and career or professional experience. Chronological format resumes are requested. To fairly evaluate you, at minimum, this basic information on your past international development projects or work projects is needed. Below is a general outline of what should be included in a resume:



- **Dates/Length of Assignment** --- This can be exact dates or more simply: Jan 09-June 09 or 2009 (6 mo.). Please do not use single year only like 2009 which does not tell us how long you were on assignment in a given country or region.
- **Title**--- Any title used while on assignment which may be an official or unofficial title.
- **Project name**---refers to name of donor funded project. This is helpful in describing the type of project you worked on.
- **Employer** --- Consulting firm, company or international NGO (a contractor to a Donor organization) that hired, monitored and paid you.
- **Donor** (if applicable) --- organization that provided funds to your employer for the project. Examples: USAID, World Bank, Asian Development Bank, EU, DFID.
- **Country location** ---Please provide the name of the country where you worked and resided while on assignment for a given project. If you were in more than one country, please do separate work/experience entries by location. (Please do not provide the address of your employer; it could be confused with your country location.)



- If you do not have international experiences to write about but have skill sets, emphasise them in a normal resume with education and career/professional jobs. Add as needed to match a specific scope of work, including your qualifying talents.

Special skills sets or training (examples):

- | | | |
|---------------------------------|---------------------------------|---|
| *Participatory Rural Appraisal | *Organic production | * Youth development |
| *Train the trainer | *Horticulture skills | *Family budgeting |
| *Experiential Learning/Teaching | *Food Preservation/ Drying | *Developing volunteer skills/leadership |
| *Group processes—name them | *Bee Keeping | *Strategic planning |
| *Strategic Planning | *Dairy/livestock production | *Extension/organizational development |
| *Coop development/training | *Farm management | *Nutrition education |
| *Cultural/Language skills | *Soil and/or water conservation | *Parenting education |

Preparing yourself for an International Experience

Working with your County Committee for Program Support/Approval...

1. Start talking about interest today
2. Include an international experience on your yearly Professional Development Plan
3. Be able to articulate why you want to do this
4. What will you bring back to the county/what do they gain from your experience.
5. How will you share this experience within the county and UWEX network
6. You can always take vacation!!

Discussion points for County Committee...

1. This will be at no cost to the county or State—all costs are covered by USAID/Farmer or Host
2. Or you can apply for Association-ESP-Regional Professional Development funds
3. This will help me:
 - a. THIS IS NOT A JUNKET OR TOURIST TRIP---You will have work to do—10 hrs per day
 - b. Explain the project you are asked to participate with—be specific on the parts that are similar to your current responsibilities or areas that will help you be a better agent.
 - c. Experience a new culture and will share that with county residents through_____
 - d. Expand my language skills to better communicate with our Latino residents
 - e. Help be better at: mention skill sets
 - f. I will remain in connection with the office via e-mail to help handle emergencies
4. I will share this experience:
 - a. Local newspaper article
 - b. Radio program
 - c. At regular program related events/meetings
 - d. Special presentations at: church, Kiwanis, Optimists....
 - e. Schools
 - f. Report to the UWEX oversight Committee
5. Other Deliverables to the County/University
 - a. Trade opportunities
 - b. Exchange programs
 - c. Presentations are not a travel monologue but a sharing of how life/agriculture/environment is celebrated in that country.
6. You will be a stronger-wiser-more flexible agent!!
 - a. Better understand the changing demographics of your community
 - b. Improve ability to work with diverse/different audiences
 - c. Increase knowledge of the global economy and how it can affect your clientele
 - d. Learn new ways of doing things in your Extension programming and outreach