

NAME

100 Wolfpack Way, Raleigh, NC 27695
(919) 515-0000 * name@ncsu.edu

EDUCATION

North Carolina State University, Raleigh, N.C.

PhD, Discipline Area

May 20XX

- Dissertation: *"Title or Topic"*
- Committee: List names of committee members (optional)

North Carolina State University, Raleigh, N.C.

MA, Discipline Area

May 20XX

- Master's Thesis: *"Title or Topic"* (If applicable)

Anywhere State University, City, State

BA, Discipline Area

May 20XX

RESEARCH INTERESTS (optional)

Cross cultural group intervention; multicultural counseling; counseling support for retention of underrepresented student populations; etc.

RESEARCH EXPERIENCE

Title/Dissertation Research

Jan. 20XX to Present

Department/University, City, State

- Begin each bullet with an action verb; when describing the action you took, also include the "why" or benefit of that action; quantify your accomplishments when needed; use keywords that show your knowledge of the field
- Collaborate in planning and designing a multidisciplinary, community-based care model to improve maternal and child health to reduce perinatal outcomes among at-risk women in Raleigh.
- More bullets

Title

Aug. 20XX to Present

School/Company/Organization, City, State

- Begin each bullet with an action verb; when describing the action you took, also include the "why" or benefit of that action; quantify your accomplishments when needed; use keywords that show your knowledge of the field
- More bullets
- More bullets
- More bullets

TEACHING & MENTORING EXPERIENCE

Title

Jan 20XX to Dec 20XX

Department/University, City, State

- Begin each bullet with an action verb; when describing the action you took, also include the "why" or benefit of that action; quantify your accomplishments when needed; use keywords that show your knowledge of the field
- More bullets
- More bullets
- More bullets

Title (Mentor)

Aug 20XX to May 20XX

Department/University, City, State

- Recruited and hired 3 undergraduate interns to assist with dissertation research
- Scheduled and oversaw regular meetings and managed intern activities which included the transcription and coding of over 12 hours of qualitative interviews
- More bullets

PROFESSIONAL EXPERIENCE**Title**

Jan 20XX to May 20XX

Company/Organization, City, State

- Begin each bullet with an action verb; when describing the action you took, also include the “why” or benefit of that action; quantify your accomplishments when needed; use keywords that show your knowledge of the field
- More bullets

Title

Jun 20XX to Dec 20XX

Company/Organization, City, State

- Begin each bullet with an action verb; when describing the action you took, also include the “why” or benefit of that action; quantify your accomplishments when needed; use keywords that show your knowledge of the field
- More bullets

HONORS & AWARDS

- Agency or Department/University award, Type or title of Award, Dollar amount (optional)
- Section illustrates how you are recognized by your department or professional organization
- Award amounts may demonstrate your potential to win grants

PUBLICATIONS

- Use the citation structure appropriate for your discipline; show authors' names (last name, followed by first and middle initials), bold your name; show year in parenthesis; title of article; title of journal italicized; volume number followed by issue number; and page numbers.

Dumais, S.A., **Rizzuto, T.E.**, Cleary, J.T., & Dowden, L. (20XX). “Stressors and supports for adult online learners: Comparing first and continuing-generation college students.” *American Journal of Distance Education*, 27(2), 100-110.

PRESENTATIONS

- Use citation structure appropriate for your discipline; indicate your role (presenter, panelist, keynote); give topic title; date and location of forum; if co-presenting – list names with last name and first name initial; year of presentation; role and topic of presentation; location

Mathers, M., **Newell, N.** & O’Neill, O. (20XX). “Association between farm pesticides and speech development among 2-year-old children.” Paper presented at the Art & Science Health Promotion Conference, Monterey, CA.

SERVICE

This section may be structured like the other EXPERIENCE sections above. Another option is a listing of organizations, roles/titles, and dates.

PROFESSIONAL AFFILIATIONS

Include memberships and leadership roles

