



BUILDING A LINKEDIN PROFILE: FOR STUDENTS

LeadMN Fall General Assembly

leadmn.org | info@leadmn.org | [@ileadmnm](https://www.instagram.com/@ileadmnm)

HEADLINE & FIRST GLANCE

What is your major? Where do you attend college? If you have a job, list your position and company here. If you don't have a job, include your on-campus position with Student Senate or any other club you're a part of.

First & Last Name:

Pronouns (optional):

Headline:

Example: Business Major at XYZ College & Treasurer for LeadMN

Current Position:

(could add Student Senate title, college name)

Industry (of prior response):

Example: "Non-profit Organizations"

Education:

ABOUT SECTION

Start with an intriguing opening line that explains your intent in one sentence.

Example: Business Major & Bank Teller with an entrepreneurial desire to open a food truck.

Main Paragraph: Make it short, sweet, meaningful, personal, and inspiring. Four-to-six sentences should do the trick.

Final Paragraph: Discuss your personal background or relevant skills. Using bullet points over a paragraph makes your About Section more appealing to the eye.

EDUCATION

College Name:

Degree Type:

Major:

GPA:

Graduation Date:

Prior Degree Earned (optional):

Graduation Year:

Degree Type::

High School Name (optional):

Graduation Year:

Diploma Type:

Open Section: Add Any Relevant Skills

College #1:

College #2 (optional):

High School (optional):

COURSES

Course Title:

Course Code:

Associated College:

Course Title:

Course Code:

Associated College:

Course Title:

Course Code:

Associated College:

Course Title:

Course Code:

Associated College:

Course Title:

Course Code:

Associated College:

Course Title:

Course Code:

Associated College:

HONORS & AWARDS

Example: Minnesota All-State Academic Team, issued by Phi Theta Kappa in April 2024, associated with XY College

Honor or Award Title:

Issued By:

Associated College:

Honor or Award Title:

Issued By:

Associated College:

Honor or Award Title:

Issued By:

Associated College:

Honor or Award Title:

Issued By:

Associated College:

Honor or Award Title:

Issued By:

Associated College:

LICENSES & CERTIFICATIONS

/CERTIFICATES

Title:

Issuing Organization:

Issue Date:

Expiration Date:

Credential ID:

Relevant Skills:

Title:

Issuing Organization:

Issue Date:

Expiration Date:

Credential ID:

Relevant Skills:

Title:

Issuing Organization:

Issue Date:

Expiration Date:

Credential ID:

Relevant Skills:

ORGANIZATIONS

Example: LeadMN- Presidents Group, Supporter, September 2023-May 2024, Associated With XYZ College

Organization Title:

Position Held:

Association:

Start & End Date:

Brief Description of the Organization:

Organization Title:

Position Held:

Association:

Start & End Date:

Brief Description of the Organization:

Organization Title:

Position Held:

Association:

Start & End Date:

Brief Description of the Organization:

VOLUNTEERING

Organization:

Role:

Cause:

(Example: arts and culture, poverty alleviation, social services, human rights, economic development)

Start Date:

End Date:

Description:

(Example: Facilitated a charity event for XYZ homeless shelter and raised 3K).

Organization:

Role:

Cause:

Start Date:

End Date:

Description:

SKILLS

Examples: Financial Planning, Marketing Graphics, Analytical Skills, Team Leadership, Political Communications Bilingual in Spanish and English, Excel, Microsoft Word, CRM (customer relationship management)

If possible, add which experiences you used specific skills for (ex. Cash Handling-Wells Fargo)

PROJECTS

Project Type:

Project Timeline:

Brief Explanation of Project and Outcomes:

Skills Associated with Project:

Project Type:

Project Timeline:

Brief Explanation of Project and Outcomes:

Skills Associated with Project:

Project Type:

Project Timeline:

Brief Explanation of Project and Outcomes:

Skills Associated with Project:



HAVE QUESTIONS OR WANT MORE RESOURCES?

**FIND GRACE OR ANDREA DURING NETWORKING HOUR AT
THE FALL GA, OR SEND US AN EMAIL AT
TREASURER@LEADMN.ORG AND ANDREA@LEADMN.ORG
AFTER THE GENERAL ASSEMBLY. WE'LL BE HAPPY TO TALK
MORE ABOUT BUILDING A RESUME OR LINKEDIN PROFILE,
INDUSTRY SPECIFIC TIPS, AND MORE!**