Career Centre

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Accomplishment Statements & STAR Story: Visual Arts

WHAT IS AN ACCOMPLISHMENT STATEMENT?

These are statements that make up any section of your resumé where you are stating experience, including Education, Related Experience, Volunteer Experience, Extracurricular Activities and Interests. The focus is not on the duties you performed, but on providing evidence of how well you performed them by utilizing the skills that will be valued in your target position.

Two possible formulas for Accomplishment Statements:

Option 1		
Action Verb (s)	**What you did/How you did it**	**Result**
Completed	design projects consistently within tight deadlines, using excellent time management skills,	resulting in acquiring 3 additional clients in a one-year period.

Option 2		
Action Verb (s)	**Result**	**What you did/How you did it**
Contributed	to a 15% increase in mailing list sign-ups in a one-month period, for an important client,	by redesigning and simplifying their landing page.

WHAT IS A STAR STORY?

The STAR technique can be used in cover letters and for answering behavioural interview questions. The use of STAR technique is an effective way to provide evidence of your skills and competencies, and to highlight your accomplishments from your relevant current or previous jobs or educational experiences in a clear, concise, and structured manner.

Formula: STAR = S (situation) + T (task) + A (actions) + R (results)

STAR Example:

Question: Give an example of a time you had to work on a design with another team member who had a different vision.

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S: At the beginning of the year, we signed on a major client who wanted us to redesign their website for a new product launch. When they explained their idea, I immediately had a vision of what I thought would be most impactful for the launch. My team member, however, started describing her own vision, and I realized it was almost completely opposite to my idea.

T: I realized we needed to come to an agreement about what the design should look like.

A: I asked her to walk me through the reasoning behind her idea. I shared my own ideas, and reasoning, and as we listened to each other's vision, I realized we both had flaws in our design. Instead of trying to hold on to my own vision, I kept the needs of the client in mind, and my co-worker and I worked together to blend the strengths of both of our visions.

R: Ultimately the result looked different from what we both originally wanted, but the client loved the outcome, and the launch of their product was a success.