

## *Developing a Graduate Student Writing Portfolio*

### **Why should I develop a Graduate Student Writing Portfolio?**

For students with little or no professional experience in the field of public health, your achievements in graduate school are the best way to showcase your skills. If you plan to seek a career in academia, your publications profile will be very important during the job interview process. Developing a writing portfolio early in your graduate career is easier than scrambling to find long lost papers the last semester of graduate school.

### **How do I develop a writing portfolio?**

1. Identify three jobs that you would like to have.  
EX: Program Manager for Infectious Disease section of a State Office of Public Health.
2. Identify a list of skills that you would need to be successful in that job. Consider interview current professionals about their experience and skill set.  
EX: Writing and editing reports on local outbreaks, communicating with the media about emerging disease trends or crisis disease outbreak, writing quarterly and annual federal reports, writing grants for new funding to state and federal agencies etc.
3. Identify volunteer and paid opportunities to get experience writing similar products to those you expect to write in your professional career.  
EX: Practicum with a local health department specifically focused on federal reporting

### **What should I include in a Graduate Writing Portfolio?**

1. An updated Curriculum Vita
2. Career Statement
3. Copy of the syllabi from all graduate coursework
4. Copy of all paper, writing exercises, and products developed for courses
5. Practicum report
6. Final text of any grant, report, or publication with which you were involved
7. A list of individuals willing to be a reference for you