



HIRE FROM PH · FOR EDUCATORS

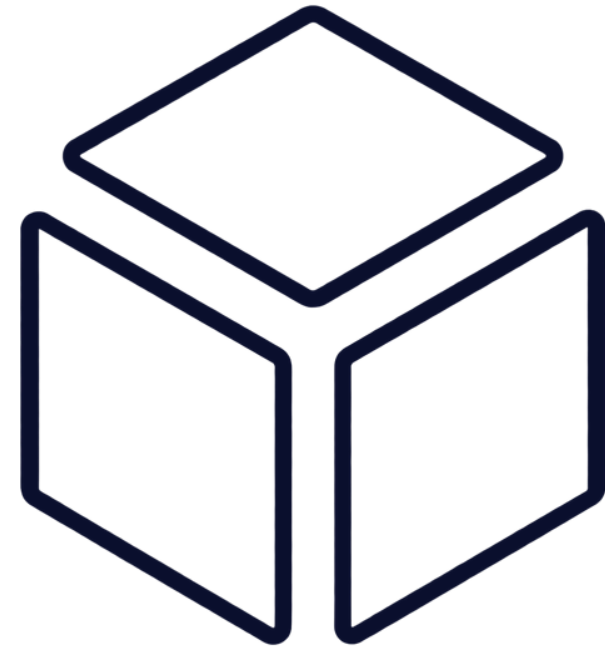
Deconstruct a resume

A ninety-minute session for a facilitator with a room, a projector, and no finished files. Participants leave with their own rules and their own draft, not ours.

WHY THIS SESSION

A template makes you identical. A method makes you able to rebuild.

By the end, you can say from evidence you gathered yourself what every working resume contains and why each part is there. You leave with a written list of testable rules in your own words, and you can rebuild a resume from a blank page after this room is gone.



THE METHOD THIS SESSION DRILLS

DECONSTRUCT: build what you never built

- 01 Collect five real examples, made by professionals for the real situation
- 02 Extract the skeleton, then name the variables between the examples
- 03 Write the rules, then build from them on a blank page, examples closed

Take any deliverable you have never made and find five real ones. Write the rules, then build yours from the rules alone, with the examples closed.

THE CLOCK

Ninety minutes, run out loud

- 10 min · Frame: why there is no file
- 15 min · Hunt five real examples
- 25 min · Extract the skeleton, then name the variables
- 15 min · Write the rules
- 25 min · Blank page, then swap, mark, and take the drill

THE BRIEF

What you do in this room

Tables in fours, one device with internet per pair, paper and pens for the rule sheet. No template opens and no finished resume goes on the screen.

- Write the DECONSTRUCT steps at the top of a blank page; that is your rule sheet
- In pairs, hunt five real resumes from people hired into the role you are aiming at
- Say out loud what makes each one real: a named person, a specific employer, work that leaves a trail
- Call out what appears in every example, and argue when your pair disagrees
- Write each difference as a decision you will have to make, with the reason attached

Blank page, examples closed

Every device and every example is closed. Nothing produced in this block will be finished, and finished is not the goal; ownership is.

- 01 Close every device and every example
- 02 From your rules alone, draft your own resume on blank paper
- 03 No copying and nothing open; whatever you cannot fill, mark it and carry it home
- 04 Swap with your partner and mark their draft against the rule sheet, pass or fail, line by line
- 05 Add any rule the room missed

Questions for the room

- What did every example do that none of them explained?
- Which of your rules would break if the role changed from customer support to bookkeeping?
- Who reads this document, and what else are they doing while they read it?
- If a rule cannot fail, is it a rule or a wish?
- If your file disappeared tonight, what would you need to rebuild it tomorrow, better?

COMMON MISTAKES

What goes wrong, and the fix

- Showing a finished example to save time → never put one up; let them find their own five
- Answering 'is this good?' with your opinion → point at their rule sheet and make them answer it
- Letting the hunt overrun → hold the clock; three real examples still produce a workable skeleton
- Accepting vague skeleton entries → push every entry until it names a function or a rule
- Cutting the blank-page build when time is short → cut the critique instead; the build is the session

TAKE-HOME

You leave with rules in your own words, and no file of ours

A rule sheet you wrote, a draft you built from it, and the gaps you marked as homework. The drill: one deliverable you have never made, five real examples, rules written first, build second.

NEXT SESSION

Next: Vet an opportunity

A sixty-minute session that runs any job post, client message, or paid course through four questions and ends with a written verdict. Ask everyone to bring one real opportunity they are undecided about.



LICENCE

Run it, adapt it, pass it on

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