

## Accomplishment Statements & SOAR Method

Accomplishment statements help employers see the scope of your work and the impact you had in previous experiences. It is not enough to list what your job duties were. **Employers want to know how you can add value to their organization or business.**

As such, you can develop accomplishment statements using the **SOAR method**, which stands for:

**S** Statement of Action – What did you do? (Action verb)

**O** Occurrence of Action – How often action occurred/took place (daily, weekly, annually, etc.)

**A** Amount of Action – How much or how many? (20%, 50+, +\$1MM, etc.)

**R** Result of Action – Result of efforts/why was what you did important? (Increased, decreased, designed, saved, improved, etc.)

### EXAMPLE 1:

Let's say you were a leader in a community service student organization.  
Using the **SOAR method**, we might come up with this:

**S** Statement of Action – Developed philanthropic programming

**O** Occurrence of Action – monthly

**A** Amount of Action – 60+ member student organization

**R** Result of Action – raised \$3,500+ for local food banks and provided 15,000 meals to food insecure families

Full accomplishment statement:

- Developed monthly philanthropic programming for a 60+ member student organization, which raised \$3,500+ for local food banks and provided 15,000 meals to food insecure families

### EXAMPLE 2:

Let us say you had an on campus position as a student assistant at Ekstrom library.  
Using the **SOAR method**, we might come up with this:

**S** Statement of Action – Inventoried books

**O** Occurrence of Action – daily

**A** Amount of Action – 250+ books

**R** Result of Action – improved library organization and patron satisfaction

Full accomplishment statement:

- Inventoried 250+ books daily, which improved library organization and patron satisfaction

### EXAMPLE 3:

Let's say you had a marketing internship with the Frazier History Museum.  
Using the **SOAR method**, we might come up with this:

**S** Statement of Action – Led social media marketing operations

**O** Occurrence of Action – daily

**A** Amount of Action – 4 social media platforms (Instagram, Facebook, Twitter, and Pinterest)

**R** Result of Action – increased followers, likes, and engagement by 80%

Full accomplishment statement:

- Led daily social media marketing operations across 4 social media platforms (Instagram, Facebook, Twitter, and Pinterest), which increased followers, likes, and engagement by 80%