



**StreetWise Partners:  
Winter 2020 KPMG Program Syllabus**

Date	Sessions and Deliverables
Wednesday, January 8 <sup>th</sup>	<b>Orientation &amp; Training</b>
Wednesday, January 15 <sup>th</sup>	<b>Session 1:</b> Community Building and Contracting
Tuesday, January 21 <sup>st</sup>	<b>DELIVERABLE:</b> Final Copy of Mentor/Mentee Working Agreement <i>Use the template provided through the program email address.</i>
Wednesday, January 22 <sup>nd</sup>	<b>Session 2</b> Goal Setting and Job Descriptions
Tuesday, January 28 <sup>th</sup>	<b>DELIVERABLE:</b> Final Copy of SMART Goals <i>Use the template provided through the program e-mail address</i>
Wednesday, January 29 <sup>th</sup>	<b>Session 3:</b> Resume and Cover Letter  <b>BRING:</b> Your current resume and two (2) sample resumes - <i>Google resumes to find your perfect format</i>
Wednesday, February 5 <sup>th</sup>	<b>Session 4:</b> Networking: Elevator Pitch and Informational Interviews
Friday, February 7 <sup>th</sup>	<b>DELIVERABLE:</b> 3 Job Descriptions  <i>These are job descriptions that you are interested in applying for while in the program.</i>
Wednesday, February 12 <sup>th</sup>	<b>Session 5:</b> Resume and Job Search  <b>BRING:</b> 3 Job Descriptions – <i>You will use these to strengthen and personalize your resume.</i>  StrengthsFinder Printout – <i>Bring the final report with your top strengths and a description of those strengths.</i>  Final Copy of Elevator Pitch – <i>You will present your elevator pitch in session.</i>
Tuesday, February 18 <sup>th</sup>	<b>DELIVERABLE:</b> Resume & Cover Letter – Draft of your resume and cover letter
Wednesday, February 19 <sup>th</sup>	<b>Session 6:</b> Online Presence and Review



Tuesday, February 25 <sup>th</sup>	<p><b>DELIVERABLES:</b> 1st Informational Interview Summary – <i>Use the template provided through the program e-mail address Informational Interview</i></p> <p>Thank You Email – <i>Email that you sent to the person you did your 1st informational interview with.</i></p>
Wednesday, February 26 <sup>th</sup>	<b>Session 7:</b> Speed Networking <b>*No Mentors*</b>
Tuesday, March 3 <sup>rd</sup>	<b>DELIVERABLES:</b> 2nd Informational Interview Summary
Wednesday, March 4 <sup>th</sup>	<p><b>Session 8:</b> Interview Skills</p> <p><b>BRING:</b> Most Recent Draft of Resume – <i>Make all updates from your mentor, officer and Program Coordinator feedback. We will use in program for a resume swap.</i></p>
Friday, March 6 <sup>th</sup>	<p><b>DELIVERABLE:</b> 8 Most Popular Interview Questions</p> <p><i>Submit your answers to the most popular interview questions. Use the STAR Method where appropriate.</i></p>
Tuesday, March 10 <sup>th</sup>	<b>DELIVERABLE:</b> Mock Interview Day Resume and Job Description – <i>this will be used for Mock Interview Day (MID). Make all updates from resume swap</i>
Wednesday, March 11 <sup>th</sup>	<p><b>Session 9:</b> Interview Prep</p> <p><b>BRING:</b> Mock Interview Day Resume and Job Description <i>(from above)</i></p>
Tuesday, March 17 <sup>th</sup>	<b>DELIVERABLE:</b> 3rd Informational Interview Summary
Wednesday, March 18 <sup>th</sup>	<b>Session 10:</b> Mock Interview Day <b>*No Mentors*</b>
Tuesday, March 24 <sup>th</sup>	<p><b>DELIVERABLES:</b> MID Thank You Letter – <i>Write a thank you letter to one of your interviewers from mock interview day</i></p> <p>4th Informational Interview Summary</p>
Wednesday, March 25 <sup>th</sup>	<b>Session 11:</b> Nine Month Work Plan
Friday, March 27 <sup>th</sup>	<b>DELIVERABLE:</b> Final Project
Wednesday, April 1 <sup>st</sup>	<b>Session 12:</b> Presentations
Week of April 6 <sup>th</sup>	<b>Graduation</b>