

**PARs = Success Stories & Key Strengths**

**Problem** – What (representative) problem (or opportunity) did you or your client have?  
**Action** – What action did you take to solve the problem or take advantage of the opportunity?  
**Results** – What were the results of your actions?

**Success Story** – Shorten your story into a statement that focuses largely or exclusively on results. **Example:** “One of my favorite projects this year was helping a law firm by coaching several senior associate attorneys to give them the extra boost they needed to become successful partners.”

**Problem** \_\_\_\_\_

**Action** \_\_\_\_\_

**Results** \_\_\_\_\_

**Success Story** \_\_\_\_\_

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**Key Strengths** – List the strengths you used to resolve the problem or take advantage of the opportunity. If you write several Success Stories and list the strengths you used to achieve each, you’ll find that some of your strengths appear repeatedly. These are your Key Strengths.

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