



# Self-Advocacy Toolkit

CAREER RESOURCES  
FOR LEARNERS WITH  
DISABILITIES  
Humber Advising &  
Career Services

## HOW TO WRITE A STRENGTH STATEMENT

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Expressing your strengths clearly is an important part of self-advocacy. It builds confidence, helps others understand what you bring to a workplace, and supports effective conversations with instructors, supervisors, and employers about the accommodations you need to succeed.

Use the formula, examples, and template below to organize your ideas and highlight what makes you stand out. This tool is designed to help you express your strengths confidently and thoughtfully.

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### Step 1. Follow this FORMULA.

Choose a strength that feels true to you — academic, personal, or based on lived experience.

- **I am strong in** [Skill/Quality]
- **because** [Example or Experience],
- **and this helps me** [Positive Outcome or Contribution]

### Step 2. Review this EXAMPLE of the Formula.

- **I am strong in** problem-solving
- **because** I've learned to adapt quickly when faced with accessibility barriers,
- **and this helps me** stay calm and resourceful in challenging situations.

### Step 3. Use this TEMPLATE to create your strength statement.

1. I am strong in \_\_\_\_\_
2. because \_\_\_\_\_
3. and this helps me \_\_\_\_\_.

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## Step 4. Review the examples provided for ideas.

Four examples have been provided in the following categories:

- **Current Students**
- **Summer Jobs**
- **WIL Placements**
- **First Jobs**

Feel free to explore these and use any wording that fits you.

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## Step 5. Write 3 Strength Statements.

1.

2.

3.

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## EXAMPLES

Below are examples organized by experience level. Each example follows the same formula: **Skill** → **What you do** → **How it helps**.

These examples include a **wide variety of occupations and skills**, so you can find wording that fits your experiences, strengths, and goals.

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## CURRENT STUDENTS

### Organization & Planning

**I am strong in** organizing complex projects

**because** I break tasks into smaller steps and use planning tools,

**and this helps me** meet deadlines and manage competing priorities effectively.

### Written Communication

**I am strong in** expressing ideas clearly in writing

**because** I outline my thoughts before drafting and revise for clarity,

**and this helps me** produce well-structured essays and professional emails.

### Technology Use

**I am strong in** using digital tools to support my learning

**because** I explore new software and troubleshoot issues independently,

**and this helps me** complete tasks efficiently and adapt to different platforms.

### Self-Regulation

**I am strong in** managing stress during busy periods

**because** I recognize when I need breaks and use calming strategies,

**and this helps me** stay productive and maintain my well-being.

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## SUMMER JOBS

### Retail

**I am strong in** providing excellent customer service

**because** I stay calm under pressure and listen carefully to customer needs,

**and this helps me** resolve issues quickly and create a positive shopping experience.

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## Food Service

I am strong in working efficiently during busy shifts  
because I stay organized and communicate clearly with my team,  
and this helps me keep orders accurate and customers satisfied.

## Office Assistant

I am strong in managing administrative tasks  
because I stay organized and follow instructions carefully,  
and this helps me keep records accurate and support the team effectively.

## Camp Counselor

I am strong in leading group activities for children  
because I bring energy, patience, and clear instructions to every session,  
and this helps me keep campers engaged and safe.

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## WIL PLACEMENTS

### Clinical Placement (Healthcare Assistant)

I am strong in following patient care routines  
because I pay close attention to detail and ask questions when unsure,  
and this helps me provide safe and consistent support to patients.

### Research Assistant

I am strong in synthesizing complex information  
because I organize notes and highlight key themes,  
and this helps me support report writing and project development.

### IT Support Intern

I am strong in troubleshooting technical issues  
because I follow step-by-step guides and stay calm under pressure,  
and this helps me resolve problems efficiently.

### Lab Technician

I am strong in following lab protocols accurately  
because I double-check procedures and stay focused during experiments,  
and this helps me maintain safety and produce reliable results.

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## FIRST JOB

### Policy Assistant (Public Administration)

**I am strong in** summarizing complex policy documents  
**because** I practiced synthesizing academic research during my studies,  
**and this helps me** provide clear briefings and support informed decision-making.

### Marketing (Content Creator)

**I am strong in** creating engaging digital content  
**because** I gained experience managing social media for student organizations,  
**and this helps me** connect with target audiences effectively.

### Operations Assistant (Logistics)

**I am strong in** tracking inventory and shipments  
**because** I developed attention to detail through lab work and project management,  
**and this helps me** ensure accurate records and timely deliveries.

### Student Services Assistant (Higher Education)

**I am strong in** supporting student inquiries and services  
**because** I volunteered in peer mentoring and campus outreach,  
**and this helps me** provide helpful, empathetic, and timely support.

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