Miss "Local's or State's" Outstanding Teen Organization - Instructions for Preparing the Judges Resume

Remember this is your opportunity to demonstrate to the judges why they should consider you for the position of Miss Local's or State's Outstanding Teen. You may list as many or as few items under each category as you desire. This **one page**, combined with your Platform Statement, and your Competition Contestant Contract will comprise your entire application for the responsibility of becoming Miss Local's or State's Outstanding Teen. The judges will receive your resume exactly as it is submitted. ***Do not put your age on the Resume!***

1. Set margins for 1" on all four sides. The font style may not be any smaller than "10" and no larger than "12" point type, using the Times Roman font style.

2. With the justification set for left, type "**Name:**" in **bold.** Following the colon (:), press the tab key five times. Then, type your name as you wish the judges to know it. (If your name is Mary Deborah Smith and you want to be known as "Deborah Smith", please type "Deborah Smith").

3. Double space down. Type "**Title:**" in **bold**. Following the colon (:), press the tab key five times. Then, type the "Local" title for which you are competing or the "Local" title that you hold for state pageants.

4. Double space down. Type "**Hometown:**" in **bold**. Following the colon (:), press the tab key four times. Then type your hometown including the city and the state.

5. Double space down. Type "**Education:**" in **bold**. Following the colon (:), press the tab key four times. Then type your most recent school first. List in order with the most recent, all schools attended (high school, middle school, elementary school, Pre-K, etc.).

6. Double space down. Type "**Platform Issue:**" in **bold**. Following the colon (:), press the tab key three times. Type the title of your platform, making sure it lines up with the other information above it. Do not type anything other than the platform title.

7. Double space down. Type "**Scholastic/Career Ambition:**" in **bold**. Following the colon (:), press the tab key one time. Then type the type of degree/education you would ultimately like to achieve, making sure it lines up with the other information above it. Beneath that, list your career ambition.

8. Double space down. Type "**Talent:**" in **bold**. Following the colon (:), press the tab key four times. Type the type of talent you will perform and specific selection, making sure it lines up with the information above it. (e.g., Pop Vocal - "Rolling in the Deep", Tap Dance - "Moves Like Jagger", etc.)
9. Double space down. Type "**Scholastic Honors:**" in **bold**. Following the colon (:), press the space bar twice. Type your scholastic honors. Each item should be separated by a semi-colon (;).

10. Double space down. Type "**Leadership Roles:**" in **bold**. Following the colon (:), press the space bar twice. Each item should be separated by a semi-colon (;).

11. Double space down. Type "**Accomplishments:**" in **bold**. Following the colon (:), press the space bar twice. Each item should be separated by a semi-colon (;). ***Do not include any previous local titles held in the Miss America's Outstanding Teen Program or placement!***

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12. Double space down. Type "**Interesting Facts:**" in **bold**. Following the colon (:), press the space bar twice. Each item should be separated by a semi-colon (;). ***Do not include any previous local titles held in the Miss America's Outstanding Teen Program or placement!***

13. Double space down. Type "**Marketing Plan:**" in **bold.** Following the colon (:), press the space bar twice. In sentence form, explain how you would market the Miss Local's or Miss State's Outstanding Teen "brand". Please include any relevant experience you have which may uniquely qualify you to serve in this position. Please be aware that a portion of the Miss Local's or Miss State's Outstanding Teen responsibilities includes marketing the Miss Local's or Miss State's Outstanding Teen program to potential sponsors, educational institutions, and organizations.

14. Double space down. Type "**Legacy:**" in **bold**. Following the colon (:), press the space bar twice. This should be typed in sentence form. Please write what your legacy, as Miss Local's or State's Outstanding Teen will be. This statement should answer the question, "A year after giving up your title as Miss Local's or State's Outstanding Teen, what will people remember about your year of service?"

15. Double space down. Type "**Why I should be Miss Local's or State's Outstanding Teen 20__:**" in **bold**. Following the colon (:), press the space bar twice. This should be typed in sentence form. Explain to the judging panel why you should be selected Miss Local's or State's Outstanding Teen and, more importantly, why you should be selected Miss Local's or State's Outstanding Teen this year.

Important Information Regarding the Contestant's Judges Resume

Please remember that the entire form MUST FIT ON ONE PAGE using the Times Roman font style.

You must leave a 1" margin on all four side of the page. Use your best judgment on what is most important for the judges to know about you. Use your space wisely. Please review the example of what the resume format look like. Any variations from this format will be returned to you and will not be accepted. Your materials will not be retyped. The judges will receive your original work.

CHECK SPELLING AND GRAMMAR!!

This resume, your platform statement, and possibly a local/state pageant program book will be the only documents the judges will receive about you**.** By submitting these forms to your local/state teen organization, you certify that everything on your forms is true and accurate. If it is proven that any information on these forms is not true, correct, and factual, you risk losing your title.

Some spacing issues may arise. Simply follow the example provided. Depending upon the set up of your document, you may need to press the "tab key" fewer or more times than indicated above).

Do not attempt to change margins, font, size options, or deviate from the requested criteria as set forth in this document.

Use plain white paper for the document. Do not use paper with logos, crowns, names, decorations, or other embellishments. It will not be accepted if it is printed on anything other than plain white 8 ½" X 11" paper.

(Sample: Miss Local's or State's Outstanding Teen Contestant Resume)

Name: Deborah Smith

Title: Miss River Valley's Outstanding Teen

Hometown: River Valley, AnyState

Education: River Valley Senior High School
River Valley Junior High School
River Valley Elementary School

Platform Issue: Celebrating Inclusivity

Scholastic/Career Ambition: To obtain a Juris Doctorate
To become an Attorney specializing in entertainment law

Talent: Pop Vocal- "Rolling in the Deep"

Scholastic Honors: Honor Roll all report card periods; taking 3 Advanced Placement classes; National Honor Society; Perfect Attendance Award; French Award; Eleanor Roosevelt Cultural Diversity Award

Leadership Roles: Organized a teen volunteer group to entertain at a local nursing home; Secretary of Nostalgia Rotary Interact Club; Junior Varsity Cheerleading Captain 2012-2013; Lector and Song Leader at my church; elected state senator at State Girls' State Leadership Conference

Accomplishments: Rotary Student of the Year; Hugh O'Brian Youth Leadership Ambassador for my school; Fresh Face Agent Award at Odyssey Dance Competition; Placed at Nostalgia Talent Show 3 years; played Dorothy in my dance studio's production of "Hip Hop Oz"

Interesting Facts: I teach dance to 5-13 year olds; danced with the Disney characters in the ABC television special "Minnie's Magical Gathering"; modeled in the Frankie Girl Dance Costume Catalogue for the last three years; our family operates a dance studio in our home; I collect frogs of all types and shapes. Ribbit—I love it. I am the only girl with red hair of all my cousins, and I ran up the steps at our city's public library like Rocky Balboa did in the movie!

Marketing Plan: The best way to convince people to become involved in an organization is to provide them with evidence that the organization is successful in achieving its goals. The Miss AnyState's Outstanding Teen Program was created to give teens an avenue to develop their speaking skills and a forum to present their talents and viewpoints. As Miss River Valley's Outstanding Teen 2013, I would market the organization by making appearances and speaking at schools to demonstrate how the experience of being involved with the Miss America's Outstanding Teen Organization can help shape young women to become well-spoken, confident, and active in their communities.

Legacy: I want to be known as the River Valley's Outstanding Teen who changed the way that people perceive teenagers. Although teens do not always portray themselves in the proper light, I want the River Valley Area, the State of AnyState, my peers, and the Miss AnyState's Outstanding Teen Organization to reflect on my year of service as a River Valley's Outstanding Teen who proved that teenagers can make a huge difference in every community.

Why I should be Miss River Valley's Outstanding Teen 20__: I would be a good choice for River Valley's Outstanding Teen because I possess the speaking skills, talent, confidence and poise that it takes to be a local titleholder. Also, I would love to have the opportunity to utilize the title of Miss River Valley's Outstanding Teen to promote my platform of "*Celebrating Inclusivity*" throughout the River Valley and the state.

SAMPLE