

Instructions for the MLOT Local Contestant's Resume

Please remember. This is your opportunity to demonstrate to the judges why they should consider you for the job of Miss Local Outstanding Teen. You may list as many or as few items under each category as you desire. This one page, combined with the Platform Statement, will comprise your entire application for this job. The judges will receive exactly what is submitted. Please note: Do not put your age on the Resume!

1. Go to the word processing program of your computer.
2. Start a "new" document
3. 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 New Roman font style. Please refer to the attached sample to verify you are following the requested format.
4. With the justification set for left, type "**Name:**" in **bold**. Following the colon (:), hit the space bar twice. 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").
5. Then, move to the next line and type "**Hometown:**" in **bold**. Following the colon (:), hit the space bar twice. Then type your hometown including the city and the state.
6. Double space down. Type "**Education:**" in **bold**. Hit the tab bar three times and then type your most recent school first. List in order with the most recent, all schools attended (Pre-K, elementary, middle, junior high, high school).
7. Double space down. Hit the tab bar once. Type "**Platform Issue:**" in **bold**. Hit the tab bar three times. Type the TITLE of your platform, MAKING SURE IT LINES UP WITH THE INFORMATION ABOVE IT. DO NOT TYPE ANYTHING OTHER THAN THE TITLE.
8. Double space down. Hit the tab bar once. Type "**Scholastic / Career Ambition:**" in **bold**. Hit the Tab bar once, MAKING SURE IT LINES UP WITH THE OTHERS ABOVE IT. Then type the type of degree / education you would ultimately like to achieve and beneath that, list your career ambition.
9. Double space down. Hit the Tab bar once. Type "**Talent:**" in **bold**. Hit the Tab bar three times. Type the type of talent and specific selection. MAKE SURE IT LINES UP WITH THE INFORMATION ABOVE IT. (e.g.: Pop Vocal - "Crying", Tap Dance - "Staying Alive", etc.)
10. Double space down. Type "**Scholastic Honors:**" in **bold**. Hit the space bar twice. Each item should be separated by a semi-colon (;).
11. Double space down. Type "**Leadership Roles:**" in **bold**. Hit the space bar twice. Each item should be separated by a semi-colon (;).
12. Double space down. Type "**Accomplishments:**" in **bold**. Hit the space bar twice. Each item should be separated by a semi-colon (;).
13. Double space down. Type "**Interesting Facts:**" in **bold**. Hit the space bar twice. Each item should be separated by a semi-colon (;).

Instructions for the MLOT Local Contestant's Resume (cont)

14. Double space down. Type “**Marketing Plan:**” in bold. Hit the space bar twice. In sentence form, explain how you would market the *Miss Local 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 Outstanding Teen* job description will include marketing the *Miss Local Outstanding Teen* program to potential sponsors, educational institutions, and organizations.

15. Double space down. Type “**Legacy:**” in bold. Hit the space bar twice. This should be typed in sentence form. Please write what your legacy, as *Miss Local Outstanding Teen* will be. This statement should answer the question, “A year after giving up your title as *Miss Local Outstanding Teen*, what will we remember about your year of service?”

16. Double space down. Type “**Why should I be Miss Local Outstanding Teen 2008?**” in bold. Hit the space bar twice. Explain to the judging panel why you should be selected *Miss Local Outstanding Teen* and, more importantly, why you should be selected *Miss Local Outstanding Teen* this year.

Important

Please remember that the entire form MUST FIT ON ONE PAGE using the Times New 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. Attached is an example of what this should like. Any variations from this form 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 form will be given to the judges along with your platform statement. ***You will notice there is a required signature line at the bottom of the platform statement.*** These two pages will create your entire application. Your signature will cover the materials listed ON BOTH PAGES. Your signature verifies that everything on your forms is true and accurate. If it is proven that any information on these forms are not true, correct, and factual, you risk losing your local / state title.

Some spacing issues may arise. Simply follow the example provided (i.e. in some cases you may need to hit the “tab bar” four times instead of three times). Do not attempt to change margins, font, size options, or deviate from the requested criteria as set forth in this document.

PLEASE USE PLAIN WHITE PAPER FOR THIS DOCUMENT. (NO LOGOS, CROWNS, NAMES, TITLES, ETC.) IT WILL BE RETURNED IF IT IS PRINTED ON ANYTHING OTHER THAN PLAIN WHITE PAPER.

Name: Jane Doe

Hometown: Any town, America

Education: Kenwood High School
Kenwood Middle School
Kenwood Intermediate School
Deerwood Elementary School

Platform Issue: Communication is the Key

Scholastic/Career Ambition: Obtain a Medical Degree
To become a Pediatric Physician

Talent: Gospel Vocal - "Amazing Grace"

Scholastic Honors: Straight A Student; Advanced Math Award; Honor Society

Leadership Roles: Member of Girls Scouts for eight years; Student Body Representative;
Freshman Class President; Middle School Student Body President

Accomplishments: Perfect Attendance K - Present; Recipient of the Kenwood Achievement Award;
Performer, Grand Ole Opry in Nashville

Interesting Facts: The oldest of eight children; Member of Family Vocal Group; members of our
household are from 8 mos. Old to 76 years of age

Marketing Plan: My plan for extending communication in all facets of life can only open more doors
for Miss Local Outstanding Teen. Communication allows us to better understand not
only ourselves, but also those around us. I have a five-step role-playing activity that can quickly explain

Legacy: My hope at the end of my year of service as Miss Local Outstanding Teen, is that I have help
teens, their parents and siblings find that they can communicate in all circumstances
(fun times, sad times and in between)

Why I should be Miss Local Outstanding Teen 2008: It is critical that the world learn to communicate.
I believe that problems can be solved or certainly can be less stressful if those involved would only learn
to communicate. My family is a "process in action" of real communication and I believe that this will
enable me to help those around me.

SAAMPLE

Instructions for Typing the Platform Issue Statement

Please remember. This **ONE (1) page, single-spaced** document combined with the Contestant's Resume, will comprise your entire application for this job. The judges will receive exactly what is submitted. Any items submitted that do not fit the established criteria will be returned for correction only once. Any items that do not meet the criteria or are submitted after the deadline will not be given to the judges. The contestant may explain the lack of judging materials during her interview, if she so chooses.

Contestants - Prepare a statement explaining your plans for developing the "National Platform" in your state and nationally if you should be chosen Miss Local Outstanding Teen. Talk about your *personal* platform issue. In addition, explain how you will further the Miss Louisiana's and Miss America's Outstanding Teen program "brand" to the public.

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 New Roman font style. Please refer to the attached sample to verify you are following the requested format.

(See sample essay.)

Name: Jane Doe

Celebrating Cultural Diversity and Inclusiveness

It is imperative that this nation face and embrace its cultural diversity. While many people have talked about this issue, I believe that most of them have only paid lip service to the true necessity of what needs to be addressed related to this issue. There is a false truth in merely accepting and tolerating cultural diversity. I intend to prove that in order to accept and understand people of other cultures; one must be willing to step out of a personal cultural comfort zone and identify the origin of their prejudice. I will specifically focus on three areas: Children, Communities, and Businesses.

The title of Miss Local Outstanding Teen, combined with the national media already looking at the surface of this issue, will allow me to create the national awareness that must exist. Currently, the term “Cultural Diversity” is well known in the halls of institutions of higher learner and, perhaps, even in the public school classroom because of the need for some to be politically correct. But, in order for us to make a true change in attitudes and behaviors of Americans, we must move beyond talk and into action and policy changes.

My plan is to motivate the media and to partner with the National Conference for Community and Justice. This organization has chapters in every major city in the nation and, in many cases, those chapters have community leaders involved who can, with encouragement and challenging, bring this issue out of hiding and into the public light in each of those communities.

I believe my desire to promote “Cultural Diversity” is a natural stepping-stone to developing my Dream Academy program. Our work in developing “Mentor Clubs” in every state is a special opportunity in which to promote the need for more mentors to help children in school. So many of our children are falling behind because there is no adult at home who can give them the time they need to stay on grade level in reading and other subjects. Seeing teens from many races and economic backgrounds will instill in these children a very important memory...people helping people.

Miss Local Outstanding Teen should not be seen just as a young woman who cuts ribbons and appears in parades. This organization stands for so much more. The opportunity to win scholarship money for being a good student and citizen; for the opportunity to express my point of view; for the opportunity to experience performing before a large crowd; and for the opportunity to publicly stand up for a community issue.

As this organization grows, I will always be its’ biggest cheerleader. This program has given me the confidence to do things I would have never dreamed of doing. I want to spread the word all over the country about this amazing opportunity for teen girls.

SAAMPLE

Signature/Date