

Instructions for Completing the MUSPO Contestant's Resume

Please remember this is your opportunity to demonstrate to the judges why they should consider you for the job of Miss America. You may list as many or as few items under each category as you desire. Your only restriction is that it must follow the established format and it must fit on one page. This page, combined with the Platform Statement, 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, which do not meet the criteria or are submitted after the deadline will not be given to the judges. If your resume arrives on the day of the deadline, but does not meet the criteria, there will not be time to return it to you; therefore, it will not be given to the judges. The contestant may explain the lack of judging materials during her interview, if she so chooses.

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 LaCricia Deborah Smith and you want to be known as "Deborah Smith", please type "Deborah Smith).
5. Then, move to the next line and type "**Title:**" in bold. Following the colon (:), hit the space bar twice. Then, type your Local title.
6. Then, move to the next line and type "**Hometown:**" in bold. Following the colon (:), hit the space bar once. Then, type your hometown including the city and the state.
7. Move to the next line. Now set your justification to the right. Type "**Date of Birth:**" in bold. Hit the space bar two (2) times, and type the month, day, and year of your birth. (Ex. October 10, 1979)
8. Move Justification to the left. Double space down and type "**Education:**" in bold. Hit the tab bar three times and then type your most recent school first. If it is grad school, indicate it as such. List degree seeking (all on the same line as the name of the school), move to the line underneath that to list your undergraduate school and degree sought/achieved, and below that list your high school.
9. 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.**
10. 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.
11. 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.** (i.e. Pop Vocal - "Crying", Tap Dance - "Staying Alive", etc.)

12. Double space down. Type “**Scholastic Honors:**” in bold. Hit the space bar twice. Each item should be separated by a semi-colon (;).
13. Double space down. Type “**Leadership Roles:**” in bold. Hit the space bar twice. Each item should be separated by a semi-colon (;).
14. Double space down. Type “**Accomplishments:**” in bold. Hit the space bar twice. Each item should be separated by a semi-colon (;).
15. Double space down. Type “**Interesting Facts:**” in bold. Hit the space bar twice. Each item should be separated by a semi-colon (;).
16. Double space down. Type “**Employment:**” in bold. Hit the space bar twice. Each item should be separated by a semi-colon (;).
17. Double space down. Type “**Marketing Plan:**” in bold. Hit the space bar twice. In sentence form, explain how you would market the Miss America “Brand.” Please include any relevant experience you have had which may uniquely qualify you to serve in this position. Please be aware that a portion of the Miss America job description will include marketing the Miss America Organization to corporate sponsors, commercial sponsors, and other national organizations. (Both For-Profit and Non-Profit)
18. 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 America will be. This statement should answer the question, “A year after giving up your title as Miss America, what will we remember about your year of service?”
19. Double Space down. Type “**Why I should be Miss Utah this year:**” in bold. Hit the space bar twice. Explain to the judging panel why you should be selected Miss America and, more importantly, why you should be selected Miss America this year. Why is it critical for you to be Miss America right now?

The entire form MUST FIT ON ONE PAGE using the Times New Roman font style. You must leave a 1" margin on all four sides of the page.

Use your best judgment on what is most important for the judges to know about you. Use your space wisely. Attached you will see an example of what it should look 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.

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. When these two pages are put together, they 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 is not true, correct, and factual, you risk losing your local/state title.

Some spacing issues may arise. Simply follow the example provided.

Miss Utah Scholarship Pageant Organization.

Name: Jane Doe

Title: Miss Local

Hometown: Anytown, America

Date of Birth: December 29, 1981

Education: University of State – sophomore – Bachelor of Science, Liberal Arts
Frederick Douglass High School

Platform Issue: Celebrating Cultural Diversity and Inclusiveness

Scholastic/Career Ambition: Obtain a Masters of Business Administration

Talent: Pop Vocal / “Fallen”

Scholastic Honors: Recipient of National Coca-Cola Scholarship; Recipient of the Metropolitan Urban League National Scholarship; Dean’s List; Member of the President’s Leadership Council at the UCF

Leadership Roles: Created and implemented a comprehensive Cultural Diversity Education Curriculum for grades K-12 in twelve Public Schools; University Student Body Senator; H.S. Sr. Class Pres.; College Sorority President.

Accomplishments: Recipient of the J.C. Penney Golden Rule Award for Outstanding Volunteer Service to Community; Recipient of the National Conference for Community and Justice Humanitarian Award; Performer, Grand Ole Opry in Nashville; Have completed two (2) marathons; Piano Performance scholarship at State University.

Interesting Facts: First person on either side of my family to attend college; Youngest of five children with a 13 year gap between me and my next oldest sister and an almost 20 year gap between the oldest and myself.

Employment: Internship with a Law Firm; Internship with local ABC television affiliate; Student Assistant at State University .

Marketing Plan: I would combine my experience as an intern with a major national marketing firm with my strong belief in the Miss America Organization to establish a three-step plan to market this national program. I would work at educating these corporate and commercial sponsors on the “truth” of our organization. Through meetings with key decision makers within these organizations, I would change their attitudes toward the benefits of partnering with our organization. Finally, I would then “ask for the sale” and demonstrate to them how a joint partnership will further the goals of both organizations.

Legacy: My hope is that in the year of my service as Miss America, I would leave a marked, concrete, and measurable difference in this nation regarding the way we respect each other’s cultural heritage. I hope that through my continued involvement on the national level with the National Conference for Community and Justice that we will hold events at the grassroots level, which not only discuss that topic, but bring about local and state-wide policy changes in which we address cultural diversity in the workplace.

Why I should be Miss Utah this year: It is critical that this nation face and embrace its cultural diversity issues and it must be done now. The traditional ethnic make-up of our country is rapidly changing and unless we confront and inoculate the potential conflicts, which might arise, we are headed to potential racial conflicts we have not seen since the 1960s. These conflicts are generally caused by fear and ignorance. Through a nation-wide spokesperson who can give this issue a face and a voice, we can begin the educational process which needs to take place. The reality is that Miss America can have her greatest sphere of influence among our nation’s youth. By placing Miss America in the midst of our nation’s young people, we start the process of changing mindsets and, ultimately, changing the way in which they will treat one another in the future. The issues related to Celebrating Cultural Diversity and Inclusiveness are not just related to race, but also to religion, cultural differences, and sexism. There is no greater role for Miss America than to educate, empower, and embrace the issue of cultural diversity at this point in our nation’s history.

INSTRUCTIONS FOR TYPING THE PLATFORM ISSUE STATEMENT

Please remember. This is your opportunity to explain to the judges what your chosen platform is and why it is important for the Miss America Organization to embrace this platform. In addition, it should explain how your platform will further the Miss America Organization "brand" to the public. 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. If your Platform Statement arrives on the day of the deadline, but does not meet the criteria, there will not be time to return it to you; therefore, it will not be given to the judges. The contestant may explain the lack of judging materials during her interview, if she so chooses.

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.
4. With the justification set for left, type "**Name:" in bold**. Following the colon (:), hit the space bar twice. Then, type your name.
5. Then, move to the next line and type "**Title:" in bold**. Following the colon (:), hit the space bar twice. Then, type Your state title
6. Double space down. Set your justification to "center". They type in **bold and underline** the title of your Platform.
7. Double space down. Write what you feel is critical for the judge's to know about your platform and why it is necessary for you to have the job of Miss America to promote this issue. What you write will be what the judges know about your platform, your role in successfully dealing with this issue, and the role the Miss America Organization may play in your plan.
8. This essay **may** include some of the following items (**this is not to be meant as an exhaustive list**):
 - A clear definition of the platform and the specific issues you wish to address
 - A plan on how you have or will create awareness of the platform
 - The way in which you have or will change attitudes regarding the issue
 - The way in which you have or will change behaviors related to this issue
 - The way in which your platform issue will move the Miss America Organization forward
 - Your media plans
 - Your marketing strategy
 - How you propose to fund your ideas/plans
 - Any significant accomplishments you have made in regard to your issue
9. At the bottom of the page, you **MUST** set the justification to the right. Type a line of 26 spaces. Below that line, you must type Signature/Date.

Once you have printed the document, it is important that you SIGN and DATE the document as shown in the attached SAMPLE

Name: Jane Doe

Title: Miss State

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 America, 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 learning 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.

Obviously the media and the NCCJ already exist. However, what is lacking is a lightning rod to draw attention to this issue. This is where the Miss America Organization steps into the lead. What better role is there for Miss America than to be an agent of change in organizing our nation to accept our differences and to create an environment that values each person on individual characteristics rather than on stereotypes or assumptions?

For years, Miss America was seen as a young woman who cut ribbons and appeared in parades. It is time for “Miss America” to step out of the convertible and *lead the parade*. Our country’s ethnic make-up is changing rapidly and our citizen’s fear of terrorism can explode already existing, but deeply hidden prejudices. I want to be the leader that this nation needs.

This nation needs this issue addressed now and through the already existing NCCJ and its local and state organizations combined with the power of Miss America, we can make a concrete difference now, which will change the direction and the future of our nation.

Signature/Date