

## YOUR NAME

hair, eyes, height, weight – there are options here (ask me if interested)  
contact info (cell, email, website, other)

## THEATRE

show                      role                      director                      producer

You can reverse the first two columns, you can add a column for date if you'd like, but definitely list from most recent to oldest, and don't include anything from middle school or earlier unless it was professional (such as ACT's Christmas Carol) or unusual in some way (a tour, a puppetry show – whatever)

If you have other performing credits, they go in a section or two here (television and film, for example.)

## EDUCATION

class                      teacher                      school                      years

Be very specific here about what you've got background in. As a student actor, this is going to be your biggest section.

## AWARDS AND HONORS

Here is where you list anything you've won or gotten placed for – Shakespeare competition, playwriting awards, etc.

## OTHER SKILLS

This is where you list your oddball abilities that may be useful in theatre, from juggling to belching on cue, from clogging to being able to whinny like a horse. Language abilities and accents go here, as do most musical instruments. Dance and singing usually go under education unless it isn't extensive enough for that. If the resume is specifically for musical theatre, include voice range with other body statistics.

Notes: You want easy-to-read fonts, but some contrast in fonts used is helpful for the eye. Look at different justifications; try centering the headlines or justifying right. Font size should never be smaller than 10, and 12 is pretty standard. You can and should put your name in a slightly larger font size. The format for the resume information changes slightly when you are submitting to different organizations at different levels: there's nothing on this about representation or unions, for instance. Other types of theatrical resumes (playwriting, design, directing) have very different formats as very different types of information should be highlighted.