

Resumes for StrawHat

Your picture & resume are your calling card - the first thing a casting director sees and often the **ONLY** tool used to determine your qualifications. Theatrical resumes are not the same as traditional business resumes, and StrawHat Auditions has specific requirements. **Please review the following guidelines and see the example resume at the end of this article.**

INCLUDE THE FOLLOWING: (Failure to follow these standards *will* delay processing of your application and consideration for an audition.)

- Your **Name**. It should be the same on your resume and application print-out.
- Your **direct contact** phone number, along with agency contact if you have representation.
- Your **email address**. We strongly recommend that you consider creating a free account (gmail, yahoo, etc.) instead of using an ".edu" account. Many universities use spam filters that could send our correspondence to you right to your junk folder. That would be bad.
- Height, Weight, Hair Color, Eye Color, Voice Type or Range (for singers), Union Affiliations.
- A 2" H x 1.5" W (approx.) "thumbnail" of your headshot in the upper left corner of your resume
- NEVER list your home address or Social Security card number!

BLACK INK ON WHITE PAPER ONLY: Why? It's the easiest to read. When auditioning, you want them looking at you, not struggling to decipher your past credits.

- No colored paper or inks
- No background "fill" colors in text boxes

FONT STYLE: Legible. Try one of these: Times New Roman, Helvetica, Gil Sans, Arial, etc. Italics are unnecessary. If we can't read it, we're not interested.

FONT POINT SIZE: Do not use anything smaller than 11 point, and 12 point is preferable. If your resume is packed to the gills at 11 point, then congratulations! But it means that it's time to start doing some pruning from the different categories.

PAGE FORMAT SHOULD BE 8"X10" and cropped to match your 8x10 photo's size (**see our corresponding info on Professional Headshots**). Standard paper size is 8-1/2 x 11, so crop it to fit.

- Set your left and top margins for 0.5", your right margin for 1", and your bottom margin for 1.5" and then you can easily trim the excess from the right and bottom. Office supply stores usually have a tabletop paper cutter in the copy center. Use it.
- Credits should be listed in set columns: Play, Role, then Theatre (unless you elect our example #2). Set tabs at intervals to make the columns line up neatly.
- Categories can help break up a long list of credits, or beef up a resume that may seem thin. You can separate Musical Theatre and Theatre, or Summer Stock and Educational, Educational and Community.

PROOFREAD YOUR RESUME!

- Arthur Miller wrote a classic American play. It was *not* titled "Dearth of a Salesman."

- “Huddle” is a football term, not a character in Fiddler on the Roof. Her name is Hodel, not to be confused with the guy who sings “Wonder of Wonders.” His name is Motel.
- Be sure your phone number and email are spelled correctly, too. Seriously.
- Scenes performed in class *do not* count as theatre credits and should not appear on your resume.
- “Representatives Roles” is shorthand for scene study work, not performance credits.
- Technical work, including directing, does not belong on a performance resume. If you have enough experience, create a separate tech resume and we’ll post it in the Staff/Tech profiles on our web site.

DON’T LIE! At a combined audition, you can be guaranteed that casting reps know each other, talk to each other, and have worked *everywhere*. They will ask about you. So don’t put fake credits on your resume! Six Degrees of Separation is a fact of theatre life. Don’t get caught in an untruth – it’s embarrassing and implies a weakness of character.

EDUCATIONAL & COMMUNITY THEATRE CREDITS: The jury is split on this: one faculty advisor we know strongly recommends that high school credits disappear once a performer is in a good college training program, but at StrawHat it helps us to know that you played leads all through high school, even though as a sophomore in college you’ve only had two ensemble roles.

SAVE YOUR RESUME as a Word doc, pdf, or rtf file to email to us with your head shot.

See the next page for an example of an appropriate resume format for StrawHat Audition purposes.



JANE Q. ACTOR

(555) 555-4321 Jane.q.actor@me.com

Height: 5' 6"
Weight: 120 lbs

Hair: Brown

Eyes: Blue

Vocal Range: Soprano
with Mix/Belt

MUSICAL THEATER

Les Miserables	Cosette	CYT – Kansas City
Joseph... Dreamcoat	Narrator	CYT – Kansas City
The Music Man	Marian Paroo	CYT – Kansas City
Footloose	Wendy Jo	Spelvin University
Hairspray	Tammy	Spelvin University
The Secret Garden	Principal Dancer	Spelvin University
The Drowsy Chaperone	Ensemble	Spelvin University
Anything Goes	Ensemble	Spelvin University
Scrooge: the Musical	Mrs. Cratchit	CYT – Kansas City
Godspell	Robin	CYT – Kansas City
Honk!	Penny	CYT – Kansas City
Seven Brides... Brothers	Liza	CYT – Kansas City
Oliver!	Bet	CYT – Kansas City

TRAINING

BFA in Musical Theatre and a minor in Dance at Spelvin University, expected 2013

Classical Voice

Nancy Allen, Catherine Gamble

Dance: Jazz/Ballet/Tap/Modern/Basic Pointe

Debbie Belue, Carrie Gerow, Maggie Pelton

Acting

Cynthia Tucker, Brent Maddox

SPECIAL SKILLS

Swing dance (East and West Coast), Kansas Driver's License (Automatic), Ride a Bicycle

WORKSHOPS/MASTER CLASSES

Jen Waldman Master Class

Cheryl Cutlip – Project Dance NYC Workshop