

Application, Resume, & Interview Competition

Entry Per School	2
Type of Event	Individual
State Competition	Yes
National Competition	No

(Program Standards: 1.0/2.0/3.0/4.0/5.0/7.0/9.0/10.0/
11.0/12.0/13.0/14.0/15.0/16.0/17.0/18.0/19.0)

Purpose:

The purpose of the application, resume and interview competition is to give students the opportunity to practice and build their job applying and interviewing skills for future teaching positions.

General Information:

- Top **10** applicants will be interviewed at the FEA State Competition for the finals
- Only the job application included in this packet is to be submitted
- Job application and resume must be typed using font size 12
- Resume must not exceed two pages
- Resume will include information about leadership roles, experience, & preparation relevant to teaching
- All information must be accurate and supported
- Applicant will indicate for what position they applying
- Job application will count for 25 percent of total score
- Resume will count for 25 percent of total score
- Interview will count for 50 percent of total score
- Interview will be approximately 10 minutes

Submission Information:

- Submit Official FEA Competition Entry Form
- Submit job application and resume
- Application will be reviewed by panel of judges
- Interview will be conducted at the FEA State Competition by a panel of judges

Scoring Guidelines:

See the scoring rubric for specific scoring items and guidelines.

Application, Resume, & Interview Scoring Rubric

Scoring				SCORE
Application (25%)	GOOD 1 2	VERY GOOD 3 4	EXCELLENT 5	
	<ul style="list-style-type: none"> Some components of guidelines missing 	<ul style="list-style-type: none"> Followed most of the guidelines 	<ul style="list-style-type: none"> Followed all guidelines 	
	<ul style="list-style-type: none"> School, chapter, city not identified 	<ul style="list-style-type: none"> School, chapter, city identified 	<ul style="list-style-type: none"> School, chapter, city credits identified 	
	<ul style="list-style-type: none"> Listed one personal reference 	<ul style="list-style-type: none"> Listed three personal references 	<ul style="list-style-type: none"> Listed three personal references & one letter of recommendation 	
	<ul style="list-style-type: none"> Application lacks interest 	<ul style="list-style-type: none"> Application creates some interest 	<ul style="list-style-type: none"> Application creates much interest 	
	<ul style="list-style-type: none"> Grammar & spelling errors 	<ul style="list-style-type: none"> Few grammar & spelling errors 	<ul style="list-style-type: none"> Proper grammar & spelling 	
Resume (25%)	GOOD 1 2	VERY GOOD 3 4	EXCELLENT 5	
	<ul style="list-style-type: none"> Resume does not follow guidelines 	<ul style="list-style-type: none"> Resume meets most guidelines 	<ul style="list-style-type: none"> Resume follows guidelines 	
	<ul style="list-style-type: none"> Resume lacks organization 	<ul style="list-style-type: none"> Resume is organized 	<ul style="list-style-type: none"> Resume is organized & professional 	
	<ul style="list-style-type: none"> Information does not relate to position 	<ul style="list-style-type: none"> Information relates to position 	<ul style="list-style-type: none"> Information is relevant & thorough 	
	<ul style="list-style-type: none"> Lacks experience & leadership activity 	<ul style="list-style-type: none"> Experience & leadership is adequate 	<ul style="list-style-type: none"> Exceptional experience & leadership activity 	
	<ul style="list-style-type: none"> Resume creates little interest 	<ul style="list-style-type: none"> Resume creates some interest 	<ul style="list-style-type: none"> Resume creates much interest 	
Interview (50%)	GOOD 1 2 3 4	VERY GOOD 5 6 7	EXCELLENT 8 9 10	
	<ul style="list-style-type: none"> Teacher dress was casual 	<ul style="list-style-type: none"> Teacher dress was semi-professional 	<ul style="list-style-type: none"> Teacher dress was professional 	
	<ul style="list-style-type: none"> Delivery lacks clarity 	<ul style="list-style-type: none"> Delivery was clear 	<ul style="list-style-type: none"> Delivery was clear & enthusiastic 	
	<ul style="list-style-type: none"> Demonstrates little confidence 	<ul style="list-style-type: none"> Demonstrates some confidence 	<ul style="list-style-type: none"> Candidate is confident 	
	<ul style="list-style-type: none"> Candidate lacks effective communication 	<ul style="list-style-type: none"> Candidate communicates well 	<ul style="list-style-type: none"> Candidate communicates effectively 	
	<ul style="list-style-type: none"> Candidate not prepared for interview 	<ul style="list-style-type: none"> Candidate prepared for interview 	<ul style="list-style-type: none"> Candidate is exceptionally prepared 	
	<ul style="list-style-type: none"> Demonstrates some knowledge 	<ul style="list-style-type: none"> Demonstrates adequate knowledge 	<ul style="list-style-type: none"> Demonstrates extensive knowledge 	
	<ul style="list-style-type: none"> Answers to questions are lacking 	<ul style="list-style-type: none"> Answers to questions are adequate 	<ul style="list-style-type: none"> Answers to questions are exceptional 	
	<ul style="list-style-type: none"> Does not ask questions 	<ul style="list-style-type: none"> Asks some question related to the position 	<ul style="list-style-type: none"> Asks relevant questions 	
<ul style="list-style-type: none"> Shows some interest in position 	<ul style="list-style-type: none"> Shows much interest in position 	<ul style="list-style-type: none"> Is passionate about teaching 		
	<ul style="list-style-type: none"> Average interview skills 	<ul style="list-style-type: none"> Good interview skills 	<ul style="list-style-type: none"> Exceptional interview skills 	
TOTAL SCORE:				
Judge's Comments:				



Name: _____ Date: _____

Address: _____

City: _____ State: _____ Zip: _____

School: _____ Advisor: _____

Position Desired (Underline or circle one):

Early Childhood Elementary Middle School High School Special Education

What subjects can you teach?

What sports can you coach?

What school activities are you willing to supervise:

Education

High School: _____ Years Attended: _____ GPA: _____

Leadership Experience

List leadership positions you have held at school, church, community:

List any activities or events you have planned or supervised:

Interests / Activities

List school, church, community organizations you participate in:

RESUME' GUIDELINES

The outline for a functional resume will generally follow this type of pattern:

- Name and Address Header
- Opening Headline, Objective or Occupational Title
- Summary of [Qualifications](#)
- Experience Highlights
- Work/Employment History
- Education and specific Computer, Software or Equipment Skills or Training

Breakdown: The functional resume format uses a summary introduction section followed by a detailed description of the job seekers skills and expertise in specific functional areas. This "functional" section serves as the main area of content. Work History will be listed below (usually in reverse chronological order). Work History is represented as a simple listing and does not include descriptions of the job. Education and other sections are listed below.

The Chronological or Reverse-Chronological resume

The chronological resume (also referred to as reverse-chronological) format is by far, the most common resume layout in use. In using this format, the main body of the document becomes the Professional Experience section, starting from the most recent experience going chronologically backwards through a succession of previous experience. This resume works to build credibility through experience gained, while illustrating career growth over time.

Individuals with any of these conditions may effectively consider a chronological resume.:

- A successive career background in the field or of similar distinction to the next job being sought after.
- Someone with limited work history, however, gaining experience in areas of competency applicable to the sought position through some previous work.
- Job seekers with a steady track record, without significant lapses in employment.

The outline for a chronological or reverse-chronological resume will generally follow this type of pattern:

- Name and Address Header
- Opening Headline, Objective or Occupational Title
- A brief Summary of Qualifications
- Professional Experience as main body of the document
- Education and specific Computer, Software or Equipment Skills or Training

Breakdown: This resume format starts with a brief summary or objective section. Qualification Highlights sections are optional and are considered to be part of the summary section. Experience is then listed to follow the summary. [Job descriptions](#) are listed in reverse chronological order starting from most recent experience to least recent experience. The education section is next and then can be followed with additional sections such as: Publications, Professional Affiliations, Awards, Honors, Volunteer Work, etc.