Teen Council Application Guide

Staff Supervisor: Sarah Harrold
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Teen Council Applicants (All)
Step 1: In the digital form on the Teen Council page, please provide all the information required in the boxes. If there is an issue with the digital form, please email this information directly to Sarah Harrold.

- ☐ Name
- ☐ Phone number
- ☐ School name
- ☐ Email
- ☐ Emergency Contact Name
- ☐ Emergency Contact Phone Number
- ☐ Resume*

*Scroll down to the bottom of this document for a guide on how to write a basic resume.

Step 2: We will email you to schedule a visit to the museum. At this visit, we can walk the galleries, talk about what you expect to accomplish or gain from the council, and discuss what our expectations are for council members.

Teen Council Applicants (Scholarship)
Thank you to the Augusta Women's Club for sponsoring our scholarships!

There is a $35 membership fee for joining the Teen Council. However, we have scholarships available for those who need them. There are two extra items you must submit to be considered for a scholarship.

1. A short 4-5 slide presentation on an artist, artistic movement, or your own artwork.

    - Make it fun! Feel free to add sound/visual effects and fun graphics. You can use Powerpoint, Google slides, Canva, Prezi, etc.

    - You do not need to formally cite any sources, but please link or reference where you get your information from.

    - <u>You will not have to present this in front of anyone. However, put in the same amount of effort that you would put in if you had to present it.</u>

- Email your presentation directly to Sarah Harrold.

2. A reference letter from an adult mentor. (An adult mentor can be a teacher, school faculty member, community leader, coach, etc. No letters from family members will be accepted.) The letter should be no longer than one page and should be emailed by the writer directly to Sarah Harrold.

If both of these items are not completed by the date of our first Teen Council meeting for the year, you will owe $35 before you can continue with the program.

Resume Guide (next page) - your resume should ideally be one page in length, concise, and neat. If you are involved with a lot of activities, only focus on the things that are the most important and that you have dedicated the most time to. Once you have submitted your resume to us, save it somewhere because you can continue to use it again and again for other opportunities.

First name Last Name

Address Phone number Email address

Education

Name of high school
Starting year - expected graduation date

Experience - this section might be a little sparse. That's okay.

Name of employer (if applicable)
Start date of employment - present *or* end date of employment

- Add a few bullet points describing your responsibilities here
- ….
- ….

Name of club/team/organization (if applicable)
Start date of membership with above - present *or* end date of membership

(start a new line for every employer or club that you want to list.)

Extra section - Name this section in a way that best describes its content.

Use this section to highlight anything that wasn't covered in the above sections. So, for example, if you want to show off awards that you have won you would label it "Awards." If you want to highlight volunteering experience, you might just call it "Volunteer Experience." If you have a good mix of items, you might label this section "Achievements."

References

- These are people we would call or email to verify the contents of your resume. List bosses, co-workers, teammates, etc. It is frowned upon to list family members in this section.
- For Teen Council purposes, we don't need anything listed in this section. However, fill it in with 3-4 names and their contact info if you wish to use this resume in the future.