

Legion of the Year Resume Preparation

When preparing your candidate's history essay consider the following suggestions;

1. Identify the candidate(s) and have him/her prepare an outline of their background and accomplishments in the Legion. The post may have more than one outstanding Legionnaire. This should be done for each candidate.
 - a. This can be done in list or bullet format.
 - b. Review for accuracy, position, dates, etc.
 - c. Obtain all additional community involvement, veteran assistance, other posts assisted, other organization or church (non-specific denomination).
 - d. Review with the candidate.
 - e. Keep information in chronological order.
2. The post committee should interview each candidate, review the resume and select the best candidate. The post should have someone with good writing skills work with the candidate to prepare the resume into a narrative (essay) paragraph format.
3. It should tell a story of the candidate.
 - a. Do not use bullet format, arrange thoughts by paragraph, written in third person
 - b. Do not use gender specific wording (sex, male/female, he, she, him, and her).
 - c. Do not use any obvious identifying information about the Legionnaire, post, geographical location, political affiliation.
 - d. Do not identify gender only organizations (ALA, SAL, Masons, Elk, etc.).
 - e. Do not identify religious affiliation (Catholic, Protestant, etc.) use church.
4. Wording to be considered when writing about your candidate:

Our candidate; our legionnaire; outstanding individual; a great patriot; extends themselves; always there; responds positively; ready to meet challenge; willing to take on; good organizer; assists fellow legionnaire/veteran/community member; Church leader; organization president.
5. This list is not all-inclusive, use your imagination and you will come up with many other words to enhance your candidate without identifying them.