

NAEA Awards Program **Standardized Vita Sample Form**

Before creating or updating your vita this form you are encouraged to review the awards scoring rubric specific to the award for which you are being nominated. This can be found linked at the bottom of the OAEA Awards webpage. This will enable you to include information that is most pertinent to the scoring criteria in the category for which you are being evaluated.

Please do not include binders, videos, previous accolades, etc. Award packets exceeding the amount of information requested may not be reviewed.

Must include the following:

Phone number(s)

Email(s)

Work and Home Addresses

If retired: Retirement date

Narrative:

List degrees held, institutions(s) attended, and other education.

List NAEA activities on the **national level (NAEA)** including offices held, committees, honors, service, etc.

List NAEA activities on the **regional level (Western Region)** including offices held, committees, honors, service, etc.

List **state level (OAEA)** activities, offices held, committees, honors, service, etc.

List leadership roles, offices, and/or other professional associations.

List related experience with program development, publications, artistic production and/or exhibitions.

List other teaching and/or related experiences.